



WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday, May 7, 2013
7:00 PM

I. Opening of the meeting

II. Invocation

III. Roll call

IV. Old Business

1. A request has been made by Anne and Matthew Willard for a Certificate of Appropriateness to demolish the structure located at 324 East 2nd Street because of the cost of renovation.

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Ms. Gerri McKinley for a Certificate of Appropriateness to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint at the rear of the property located at 405 East Main Street.
2. A request has been made by Mr. Dominic Reising for a Certificate of Appropriateness to remove the old rotten shed and construct a new 12' x 15' shed at the rear of the property all on the property located at 117 McNair Street.
3. A request has been made by Mr. Bill Litchfield, representing Litchfield Holdings, for a Certificate of Appropriateness to demolish the existing vacant building located at 230 Water Street. The building is a non-contributing structure.
4. A request has been made by Ms. Gayle Morgan for a Certificate of Appropriateness to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the building located at 133 and 135 West Main Street.
5. A request has been made by the City of Washington for a Certificate of Appropriateness to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for Ms. Stacy Thalman to repair and replace the exterior siding with like material on the structure located at 239 East 3rd Street in order to repaint the structure.
2. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Michael Wrought to replace a section of existing 6 foot wooden fence with like materials on the structure located at 501 West Main Street. The damage to the fence was caused by a car accident.
3. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Jonathon Jones to replace the rotten siding with like material on the structure located at 524 West 2nd Street.

VI. Other Business

1. Coastal Warning Display Towers
2. Demolition

VII. Approval of Minutes – April 2, 2013

VIII. Adjourn

**New Business
Major Works
324 East 2nd Street
Demolition**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: 324 East 2nd Street

Historic Property/Name (if applicable): N/A

Owner's Name: Anne and Matthew Willard

Lot Size: 55' feet by 210' feet.
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Demolish the existing home because of the cost of rehabilitation.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Anne Willard

(Name of Applicant - type or print)

318 East Main Street Washington 27889
(Mailing Address) (Zip Code)

3/3/13 907-444-1706
(Date) (Daytime Phone Number)

Anne Willard

(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☒ Exterior Alteration ☐ Addition
☒ New Construction ☐ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** (Leave the checkbox blank if the item is not applicable).

- ☐ **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- ☒ **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- ☐ **Description of Materials** (provide samples if appropriate).
- ☒ **Photographs** of existing conditions.
- ☐ **Drawings** showing proposed work. Include one set of full size drawings when available.
- ☐ **Plan** drawings.
 - ☒ **Elevation** drawings showing the new façade(s).
 - ☐ **Dimensions** shown on drawings.
 - ☐ **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☐ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☒ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 6.0	Demolition and Relocation	
Section 6.1	Demolition and Relocation	Demolish existing structure

anne and matthew willard

318 East 2nd ST. Washington, NC 27889

Phone 907 -444-1706



Date: 3/3/13

City of Washington,
Planning and Development
Market St
Washington, NC 27889

Dear Sir:

Enclosed is our application for demolition of 324 East 2nd ST. Currently the house is not inhabitable. The cost of renovation, to even bring this up to code, would be greater than the value of the house. Some of the issues that need replacing:

1. The tin roof on the east side is loose and peels back during storms . The soffits are rotten and falling apart. We are concerned about the danger of this problem to both people and property.
2. The plumbing and electrical need replacing. The have been no electric or water to the house in 2 years.
3. There is no kitchen (only a sink) --there are no appliances
4. Bathroom would need complete replacement
5. There is not a working furnace or heat.
6. The floor has many soft spots and floor support would need additional work. We are unsure if due to termite damage . Several of these appear dangerous on the second floor and porch.
7. The porch needs replacement as rotting supports and decking.
8. Several windows are broken and all need replacement.
9. There is no insulation in the house.
10. Regarding the interior walls and ceilings-- need replacement as the ceiling is falling down in several places. There is a large hole in the wall where the original furnace exhaust was. No hook up to chimney.
11. Chimney is leaning, has no liner and missing mortar
12. Front entrance has broken windows . providing access for vagrants
13. Staircase is steep with extremely short steps and would replacement and redesign to get a proper staircase



We would like to proceed with demolition since there are a number of safety issues with this house.

Our plans for the future are uncertain at present however, if we decide on a structure, you can be certain it will be consistent with neighborhood and the building requirements for the historic district. Since we are the adjacent homeowners to the property, we will insure that any proposals will fit with the historic character.

Thank you for your consideration.

Sincerely,

Anne E. Weiland
Matthew Weiland

City of Washington
Washington Historic Preservation Commission

Notice of Intent to Demolish

The undersigned do petition the Historic Preservation Commission for a Certificate of Historic District Appropriateness for the demolition of the structure (s) at 324 E. 2nd STREET.

Type of structure- 2 STORY HOUSE

The notice of intent to demolish will be received and reviewed by the Historic Preservation Commission at their next regular meeting.

02-27-13
Date

MATTHEW WILLARD OWNERS
Signed CAROL E WILLARD

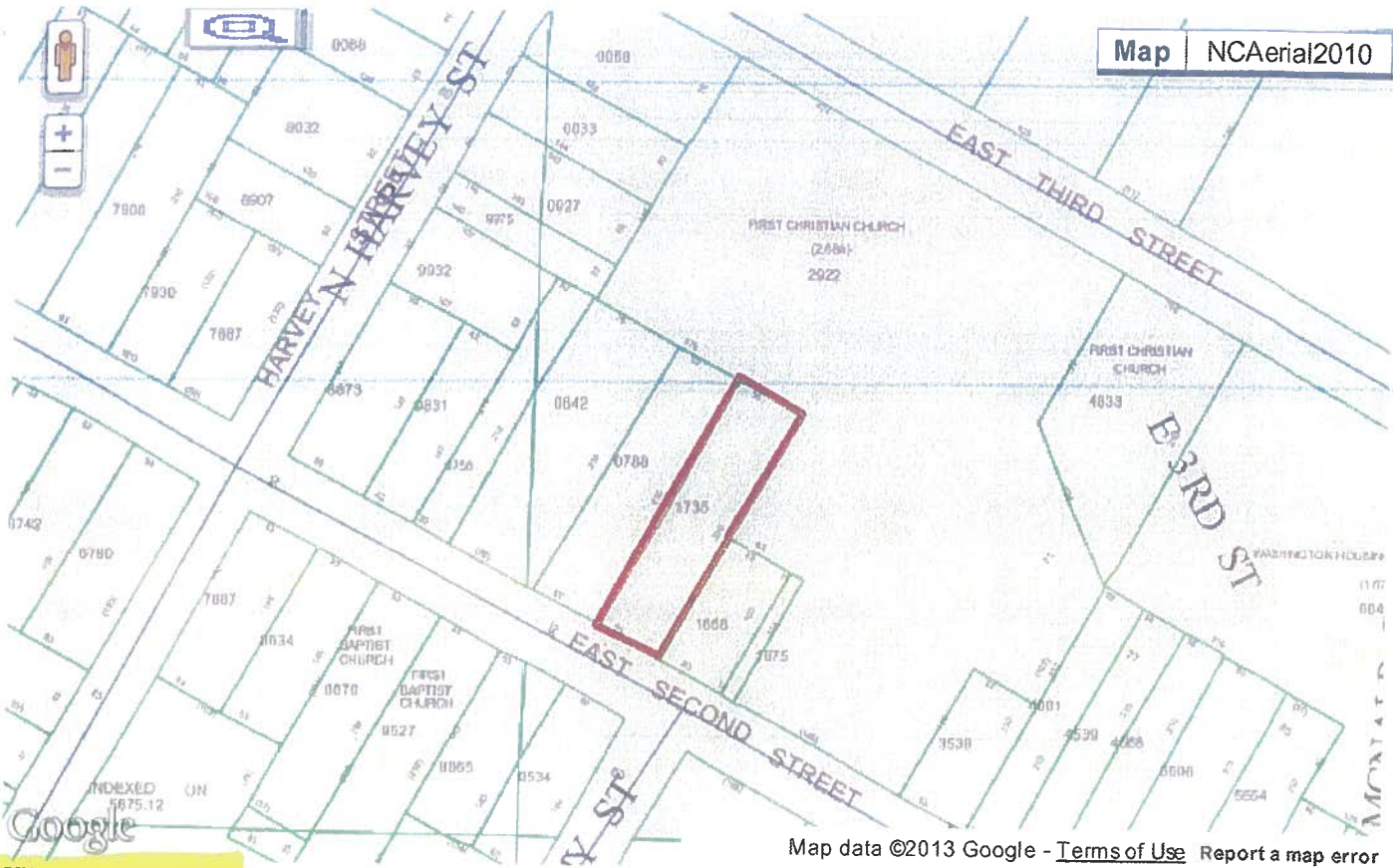
Historic Preservation Action taken: _____

Date taken

Authorizing Official

2/22/13

about:blank



Map data ©2013 Google - [Terms of Use](#) [Report a map error](#)

PIN 01027114
GPIN 5685-07-1735
GPINLONG 5685-07-1735
NAME1 WILLARD MATTHEW
NAME2 WILLARD ANNE E
ADDR1
ADDR2 PO BOX 37028
CITY TOKSOOK
STATE AK
ZIP 99637
PROP_ROAD 324 E 2ND ST
ACRES 0.0000
ACCT_NBR 915568
MAP_SHEET 568505
NBR_BLDG 3.0000
DATE 1/16/2013 12:00:00 AM
DB_PG 1805/0697
LAND_VAL 53560.0000
BLDG_VAL 86453.0000
DEFR_VAL 0.0000
TOT_VAL 140013.0000
NBHD_CDE H
NBHD_DESC HISTORICAL
SUB_CDE
SUB_DESC
STAMPS 52.0000
SALE_PRICE 26000.0000
ZONE RHD
LAND_USE
DISTRICT 01
PROP_DESC 1 LOT 324 EAST 2ND STREET
MBL 568505269
EXMPT_PROP
EXMPT_AMT 0.0000
ROAD_TYPE P

*We can supply appraisal
to support value.
Appraised by Tom Howard MS
@ 24,000.00 10/2012*



ADDRESS: 324 East 2nd Street

TAX PARCEL NUMBER: 5685-07-1735

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 302 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Matthew and Anne Willard

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1994

WINDOW STYLE: upstairs: 6/6 downstairs: same

DOOR STYLE: 4 Panel Colonial

ROOF MATERIAL: Tin

DESCRIPTION: 2 story late 19th early 20th century gable end frame house with sawn trim, bracketed eaves, chamfered porch posts.

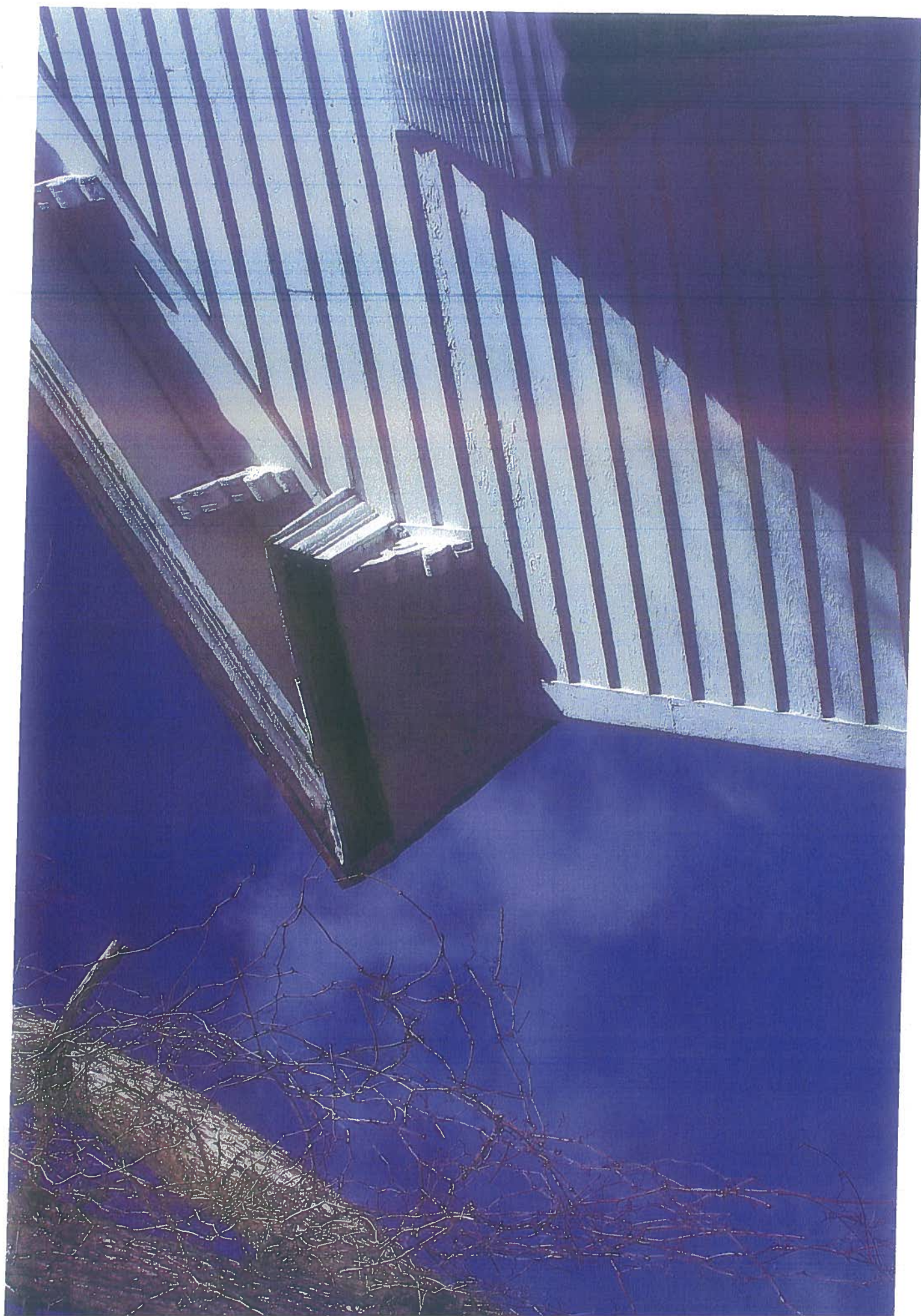
OTHER FEATURES: (i.e. fences, accessory building, etc.): Storage- 1 S FR 16 x 8, Storage- 1 S FR 8 x 16

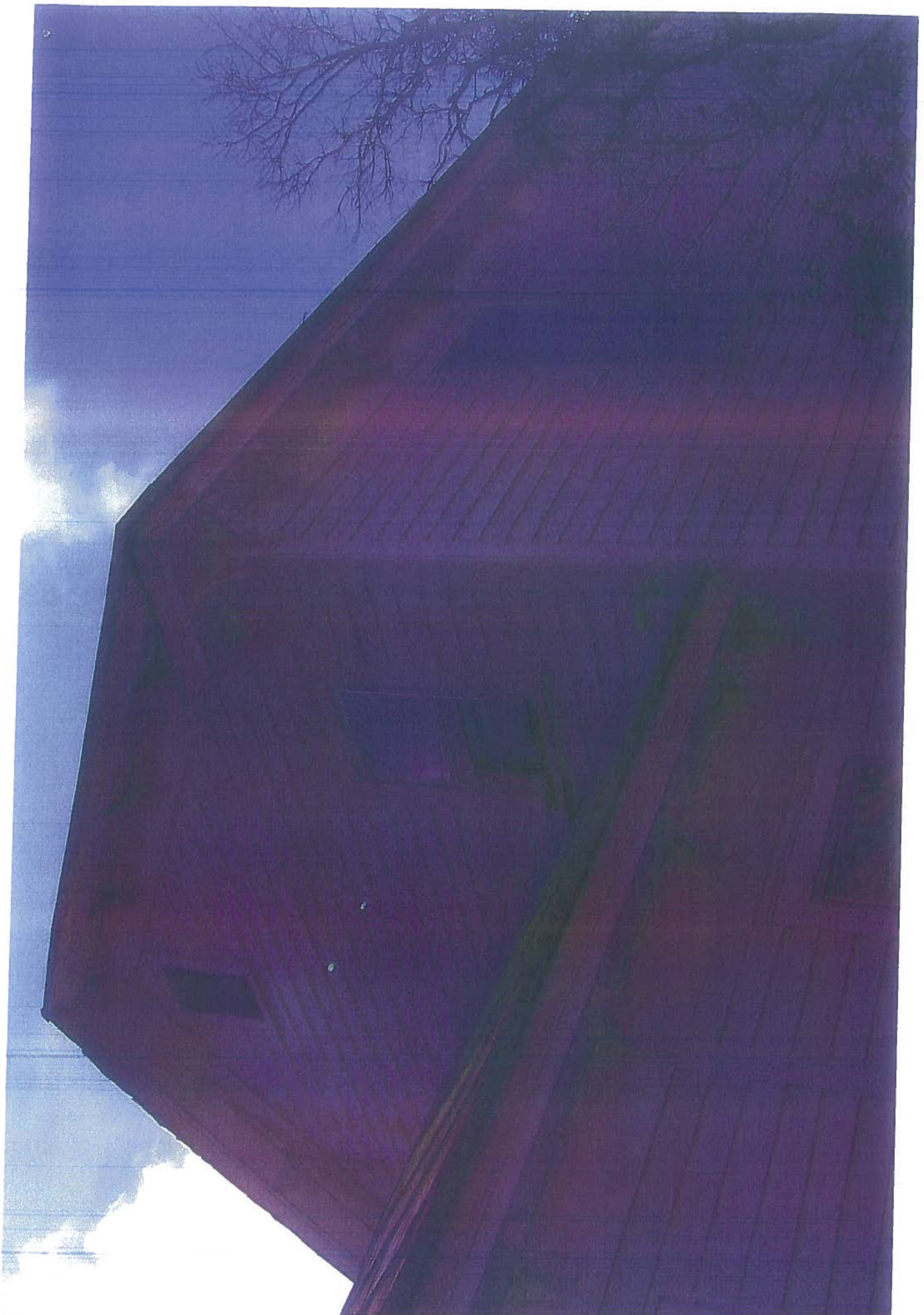














CITY OF WASHINGTON

Post Office Box 1988, Washington, NC 27889-1988

Minimum Housing INSPECTIONS

Location 324 E. 2nd St.

Property Owner (s) _____

Phone: _____

Inspector _____

Wayne Harrell

Phone: _____

252-975-9384

Date _____

Days to Correct _____

Corrected Date _____

	PROBLEM AREAS	NEEDS CORRECTING	NEEDS INSTALL	COMMENTS
1.	Front / Rear Steps			
2.	Porch / Railing / Columns	✓		porch Floor & Railing's deteriorated
3.	Stairs / Railing			existing
4.	Floors / Ceiling	✓		joists/sheathing deteriorated - left side middle
5.	Interior / Exterior Walls			needs cleaning / painting
6.	Interior / Exterior Doors			MUST provide security / privacy
7.	Panel Box			existing
8.	Electric Wiring			have checked by licensed electrician
9.	Receptacle			meets min. code - 2 per room
10.	Light Switches			existing
11.	Smoke Detectors			MUST HAVE ONE outside each bedroom
12.	Heating Equipment			existing
13.	Water Closet / Lavatory			existing
14.	Tub / Shower			existing
15.	Kitchen Sink			existing
16.	Hot / Cold Water Distribution			existing
17.	Water Heater			existing
18.	Storm Doors / Screens			none present
19.	Windows / Screens	✓		some repair needed
20.	Roofing	✓		AREA ON EAST side needs repair - soffit rotted
21.	Plumbing / Sewage			have not checked

► NOTES / OTHER:

This residence does not meet Minimum Housing Code Requirements and must be re-inspected prior to occupancy. Does not meet Condensation criteria.

No one is Allowed to live here until Approved by The Building Inspector

Wayne Harrell

Adjacent Property Owners - 324 East 2nd Street

Matthew Willard
318 East 2nd Street
Washington, NC 27889

Doris Anne Schneider
323 East 2nd Street
Washington, NC 27889

First Baptist Church
113 North Harvey Street
Washington, NC 27889

First Christian Church
401 East 2nd Street
Washington, NC 27889

Milo Arnold
222 East 2nd Street
Washington, NC 27889

Mary A. King
115 Academy Street
Washington, NC 27889

James Timothy Pritchard
120 North Academy Street
Washington, NC 27889

Seth Shoneman
307 East 2nd Street
Washington, NC 27889

Andrew Oliver Jr.
184 Rustic Road
West Jefferson, NC 28694

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: Demolition of 324 East 2nd Street

A request has been made by Anne and Matthew Willard for a Certificate of Appropriateness to demolish the structure located at 324 East 2nd Street. Please review the Design Guidelines, specifically Section 6.0 Demolition and Relocation.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Anne and Matthew Willard to demolish the structure located at 324 East 2nd Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Anne and Matthew Willard to demolish the structure located at 324 East 2nd Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission delay a Certificate of Appropriateness to Anne and Matthew Willard to demolish the structure located at 324 East 2nd Street. The delay in the Certificate of Appropriateness shall not exceed 365 Days. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation.

**New Business
Major Works
405 East Main Street
New Workshop**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: 405 East Main Street

Historic Property/Name (if applicable): N/A

Owner's Name: Geraldine McKinley

Lot Size: 53' feet by 160' feet.
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Remove existing garage/carport and construct a new 22' x 45' garage/workshop
with appropriate materials at the rear of the property.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Geraldine B. McKinley
(Name of Applicant - type or print)

405 East Main Street Washington 27889
(Mailing Address) (Zip Code)

3/5/13 975-8010
(Date) (Daytime Phone Number)

Geraldine B. McKinley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give



ADDRESS: 405 E Main St

TAX PARCEL NUMBER: 5685-07-0031

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 131 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Geraldine B Bennett

FLOOD ZONE: No

SQUARE FOOTAGE OF STRUCTURE: 2543

WINDOW STYLE: 2/2 Downstairs: same

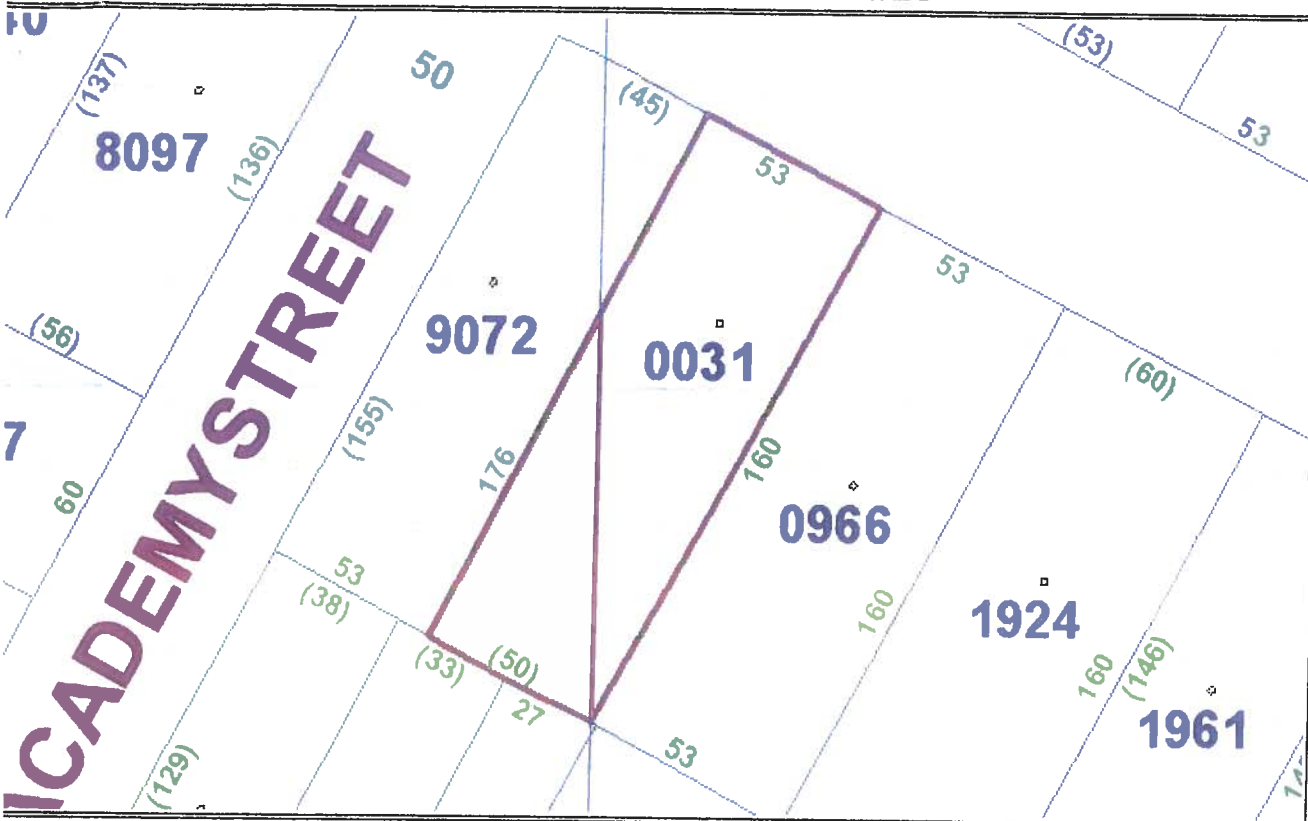
DOOR STYLE:

ROOF MATERIAL: Tin

DESCRIPTION: 2 story late 19th, early 20th century frame house with bay windows, wide porch, diagonal treatment under porch.

OTHER FEATURES: (i.e. fences, accessory buildings, etc.): Garage- 20 x 46, 15 x 14 (attached to garage)

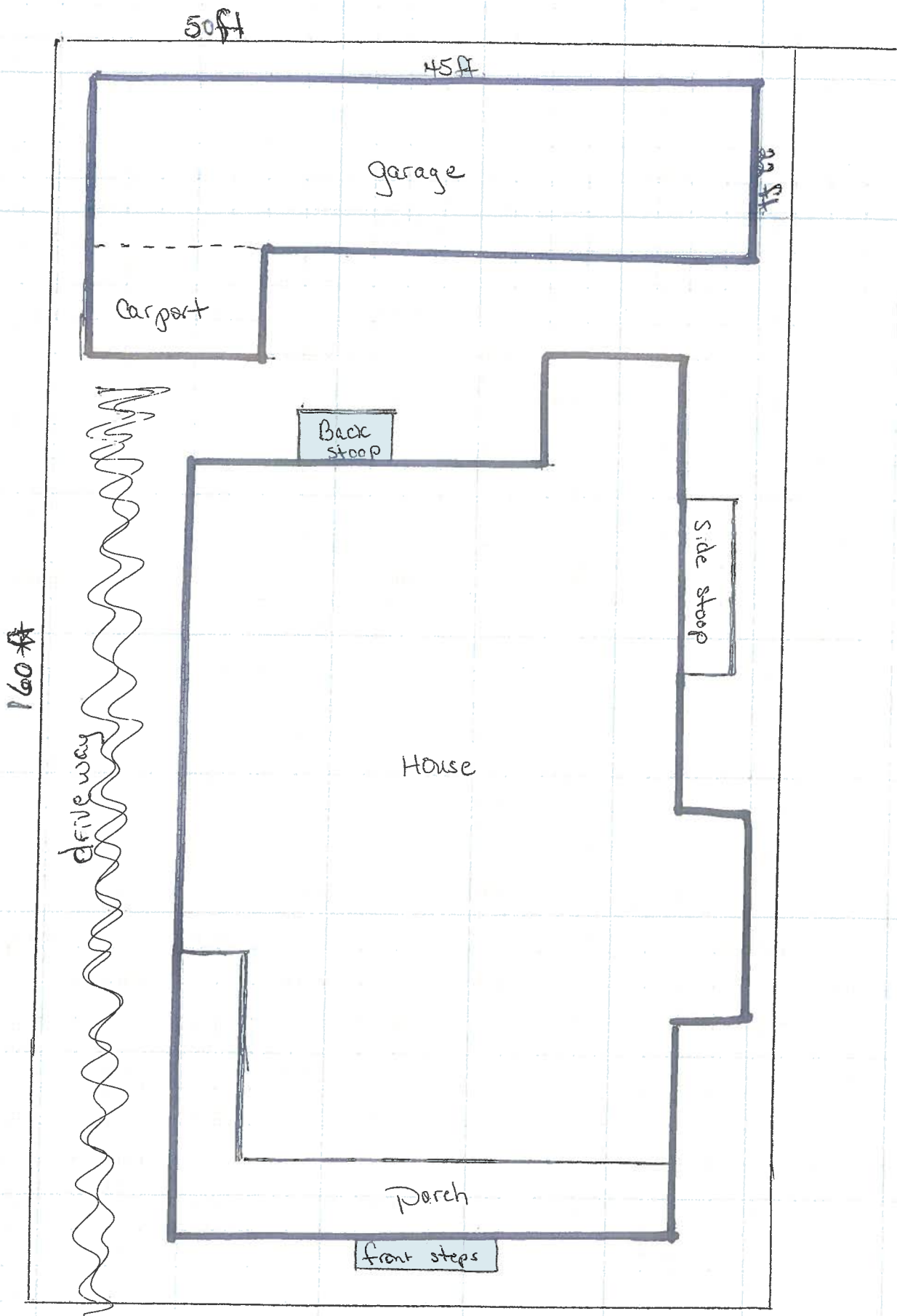
Site: 1 LOT 405 EAST MAIN STREET



Property Details:

N	01033080	GPIN	5685-07-0031
PINLONG	5685-07-0031	NAME1	BENNETT GERALDINE BOYD
AME2		ADDR1	405 E MAIN ST
DDR2		CITY	WASHINGTON
ATE	NC	ZIP	27889
OP_ROAD	405 E MAIN ST	ACRES	0
CT_NBR	29998	MAP_SHEET	568509
IR_BLDG	3	DATE	2/13/2002
I_PG	1242/0663	LAND_VAL	43500
DG_VAL	134572	DEFR_VAL	0
T_VAL	178072	NBHD_CDE	H
HD_DESC	HISTORICAL	SUB_CDE	
B_DESC		STAMPS	0
LE_PRICE	0	ZONE	RHD
VD_USE		DISTRICT	01
OP_DESC	1 LOT 405 EAST MAIN STREET	MBL	568509113
MPT_PROP		EXMPT_AMT	0
AD_TYPE	P		
VSUS_BLK			
VSASSESS	0		

DISCLAIMER: These maps and information either in digital or hardcopy format are provided solely as a public service and they do not meet surveying accuracy standards. This map is prepared from the inventory of real property found within this jurisdiction and is compiled from recorded deeds, plats, and other public records and data. Users of any maps created on this site are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on any maps. The City of Beaufort assumes no legal responsibility for the information contained on these maps.

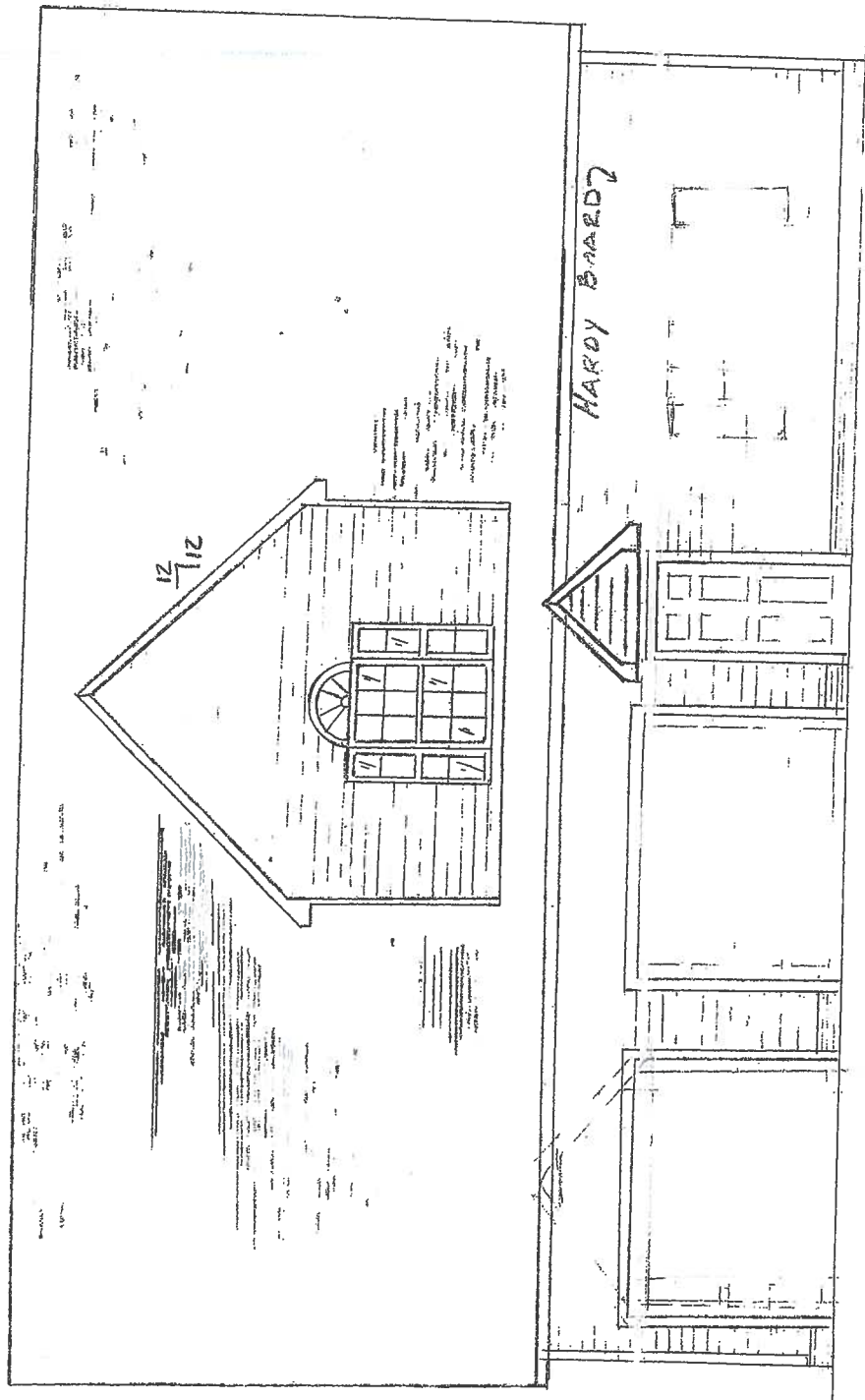








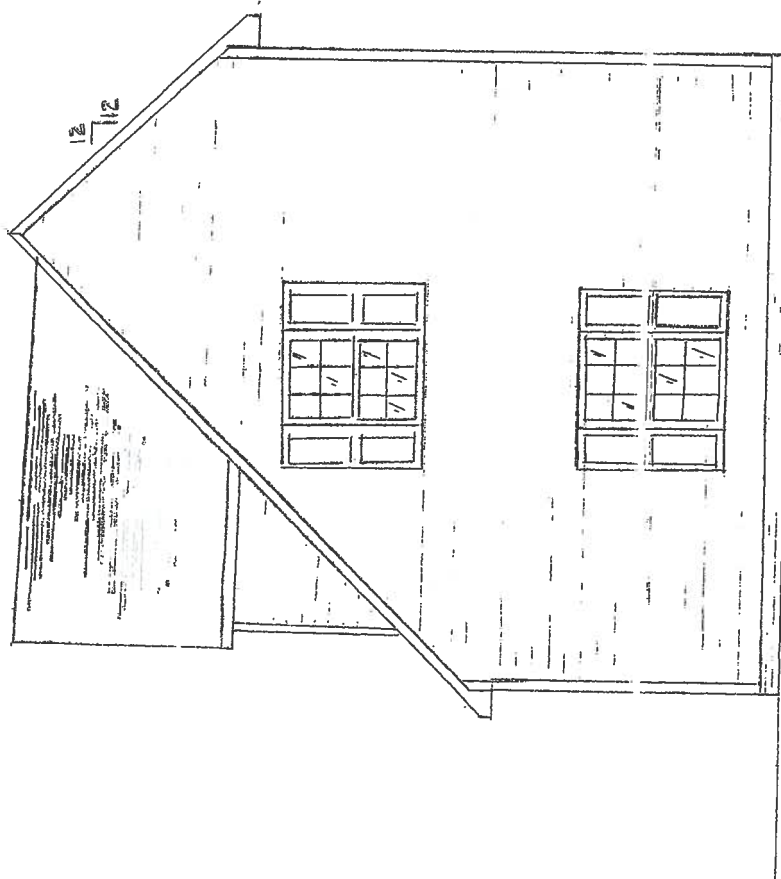




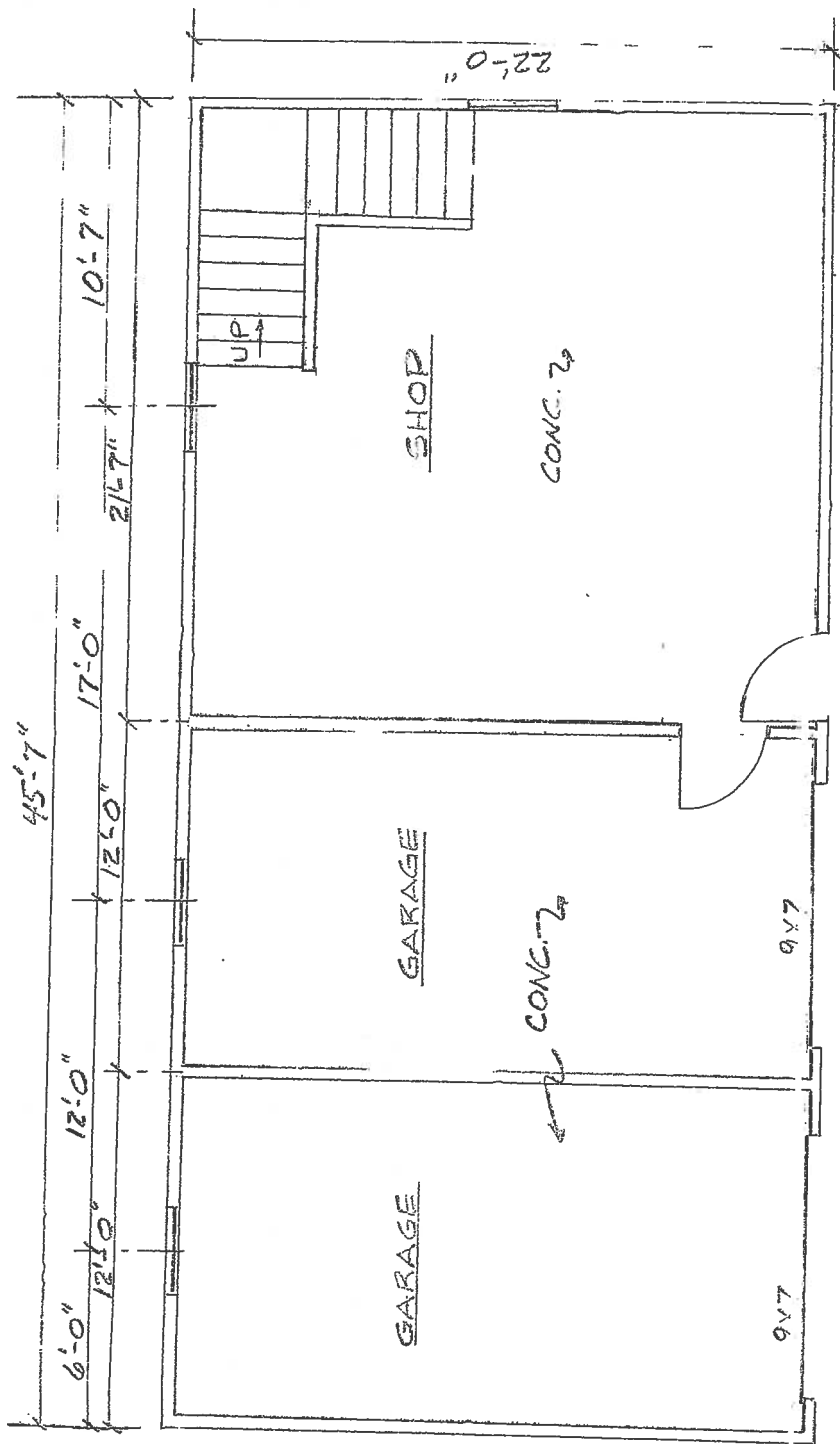
FRONT ELEVATION
@ 1/4" = 1'-0"



SECOND FLOOR PLAN
2' 11/4" x 1' 0"



RIGHT ELEVATION
1/4" = 1'-0"



FIRST FLOOR PLAN
@ 1/4" = 1'-0"

Adjacent Property Owners – 405 East Main Street

Vergil Carroll Jenkins Jr
412 East Main Street
Washington, NC 27889

Rachel Mills
PO Box 1325
Washington, NC 27889

Anna Maria Investments
122 S. Academy Street
Washington, NC 27889

IBX Development, LLC
1589 West 5th Street
Washington, NC 27889

David Clark
401 East Main Street
Washington, NC 27889

Litchfield Holdings
135 Harbor Road
Washington, NC 27889

Virginia Finnerty
400 East Main Street
Washington, NC 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: 405 East Main Street – Construct a new garage/workshop

A request has been made by Ms. Gerri McKinley for a Certificate of Appropriateness to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint with appropriate materials at the rear of the property located at 405 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Chapter 6.0 Demolition.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gerri McKinley to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint with appropriate materials at the rear of the property located at 405 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Chapter 6.0 Demolition.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gerri McKinley to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint with appropriate materials at the rear of the property located at 405 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Chapter 6.0 Demolition. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Ms. Gerri McKinley to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint with appropriate materials at the rear of the property located at 405 East Main Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Chapter 6.0 Demolition.

New Business
Major Works
117 McNair Street
New Shed

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 117 Mac Nair St.

Historic Property/Name (if applicable): _____

Owner's Name: Dominic Reising

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Build new detached shed and remove old shed.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Dominic Reising
(Name of Applicant - type or print)
117 Mac Nair St. 27889
(Mailing Address) (Zip Code)
10-31-12 252-505-2082
(Date) (Daytime Phone Number)
Dominic Reising
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give



ADDRESS: 117 McNair Street

TAX PARCEL NUMBER: 5685-07-5171

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 608 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Dominic Reising

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1718

WINDOW STYLE: upstairs: 1/1 downstairs: same

DOOR STYLE:

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: 2 Story early 20th century frame house with Colonial Revival style details. Round porch posts on bases, simple molded trim, projecting center gable end entrance.

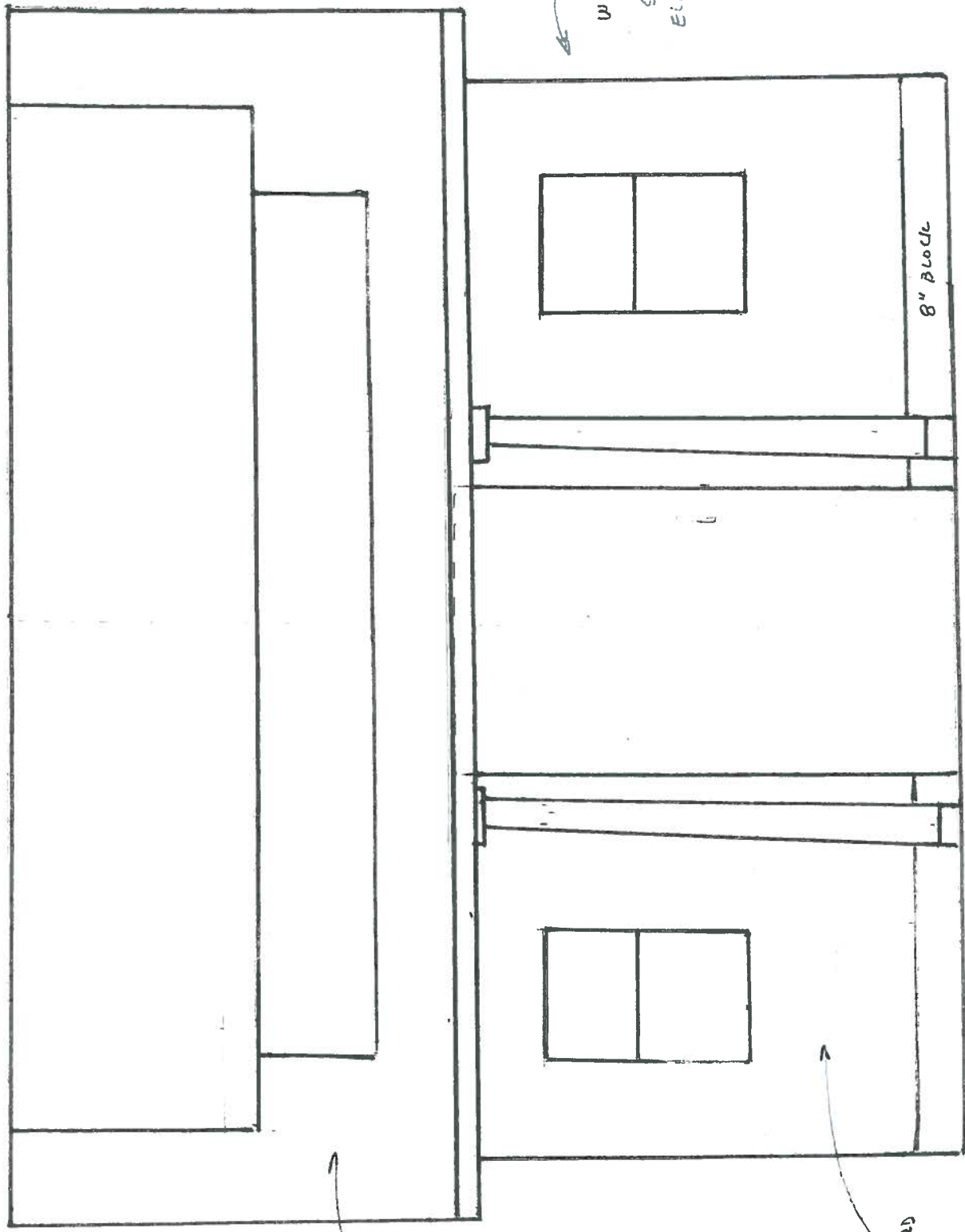
OTHER FEATURES: (i.e. fences, accessory building, etc.): Garage- 16 x 24, Shelter- 12 x 24



PIN 01032311
 GPIN 5685-07-5171
 GPINLONG 5685-07-5171
 NAME1 REISIG DOMINIC
 NAME2 REISIG REBECCA
 ADDR1 117 MCNAIR STREET
 ADDR2
 CITY WASHINGTON
 STATE NC
 ZIP 27889
 PROP_ROAD 117 MCNAIR ST
 ACRES 0.0000
 ACCT_NBR 896703
 MAP_SHEET 568509
 NBR_BLDG 3.0000
 DATE 3/19/2010 12:00:00 AM
 DB_PG 1714/0304
 LAND_VAL 27456.0000
 BLDG_VAL 106701.0000
 DEFR_VAL 0.0000
 TOT_VAL 134157.0000
 NBHD_CDE H
 NBHD_DESC HISTORICAL
 SUB_CDE
 SUB_DESC
 STAMPS 332.0000
 SALE_PRICE 166000.0000
 ZONE RHD
 LAND_USE
 DISTRICT 01
 PROP_DESC 1 LOT 117 MCNAIR STREET
 MBL 56850973
 EXMPT_PROP
 EXMPT_AMT 0.0000
 ROAD_TYPE P

[Terms of Use](#)





WINDOWS
ON
SOUTH
ELEVATION

FRONT VIEW
EAST ELEVATION - FINISHED
(LOOKING WEST)

ASPHALT
SHINGLES

HARDIE
CEMENT BOARD
PANELS

8" BLOCK

15'-0"

7'-6"

5/8" OSB

2x4 RAFTERS
@ 2'-0" SPACING

2x8
HEADER
(BOTH DIRECTIONS)

4x4
POST

POST
ANCHOR

8" MASONRY BLOCK

2x4 STUDS
@ 2'-0"
SPACING

2x4 PLATE
(TREATED)

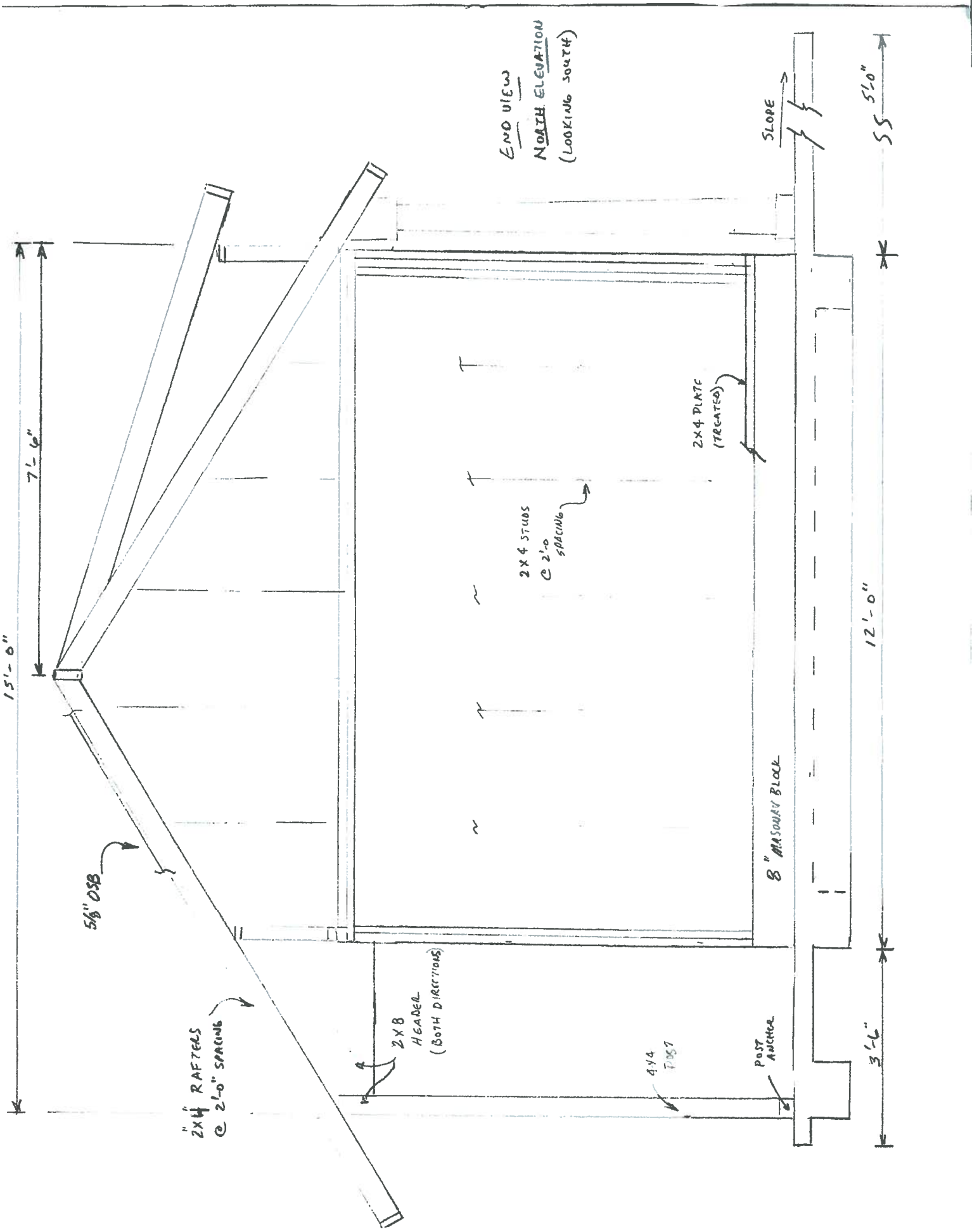
SLOPE

3'-6"

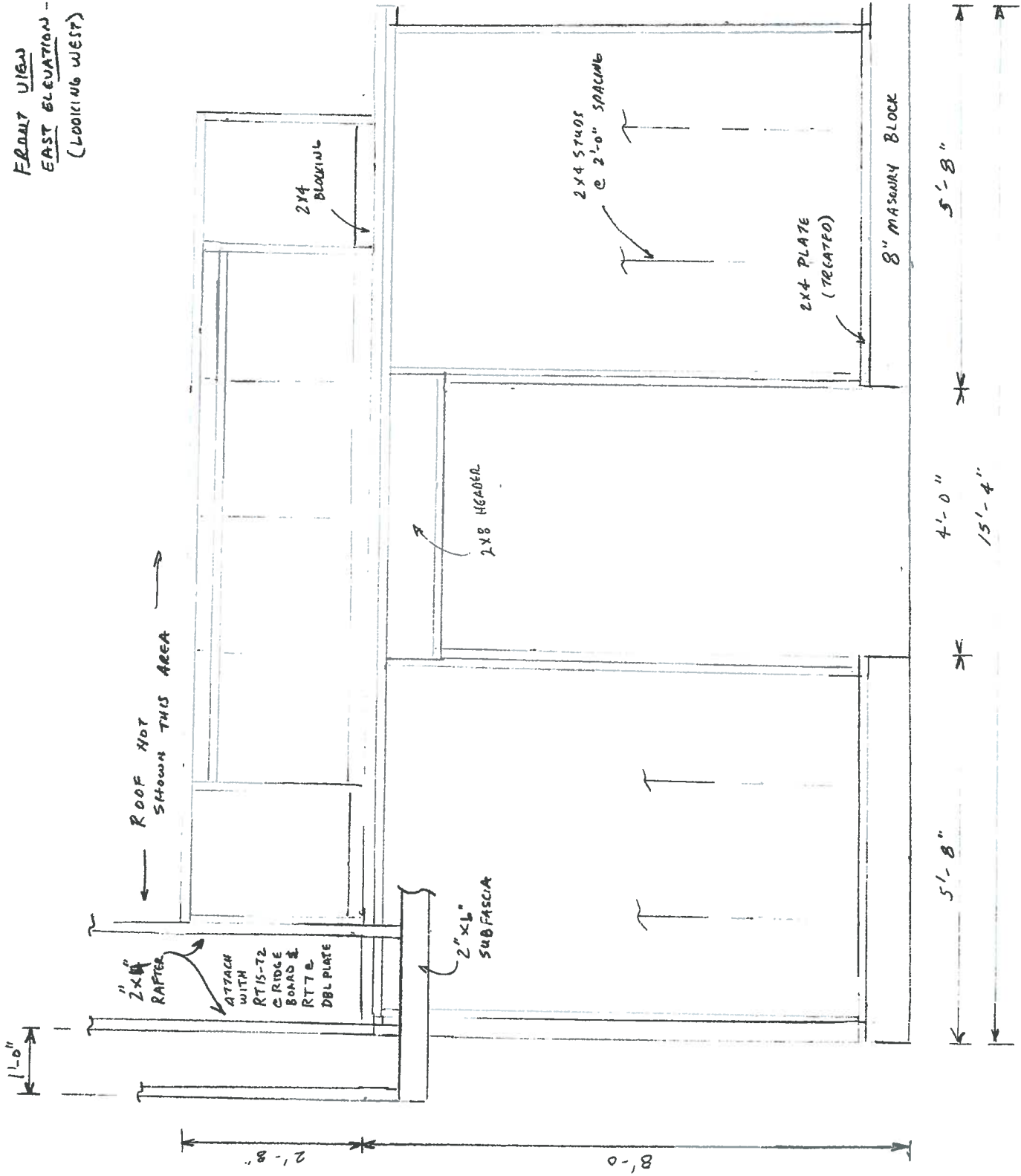
12'-0"

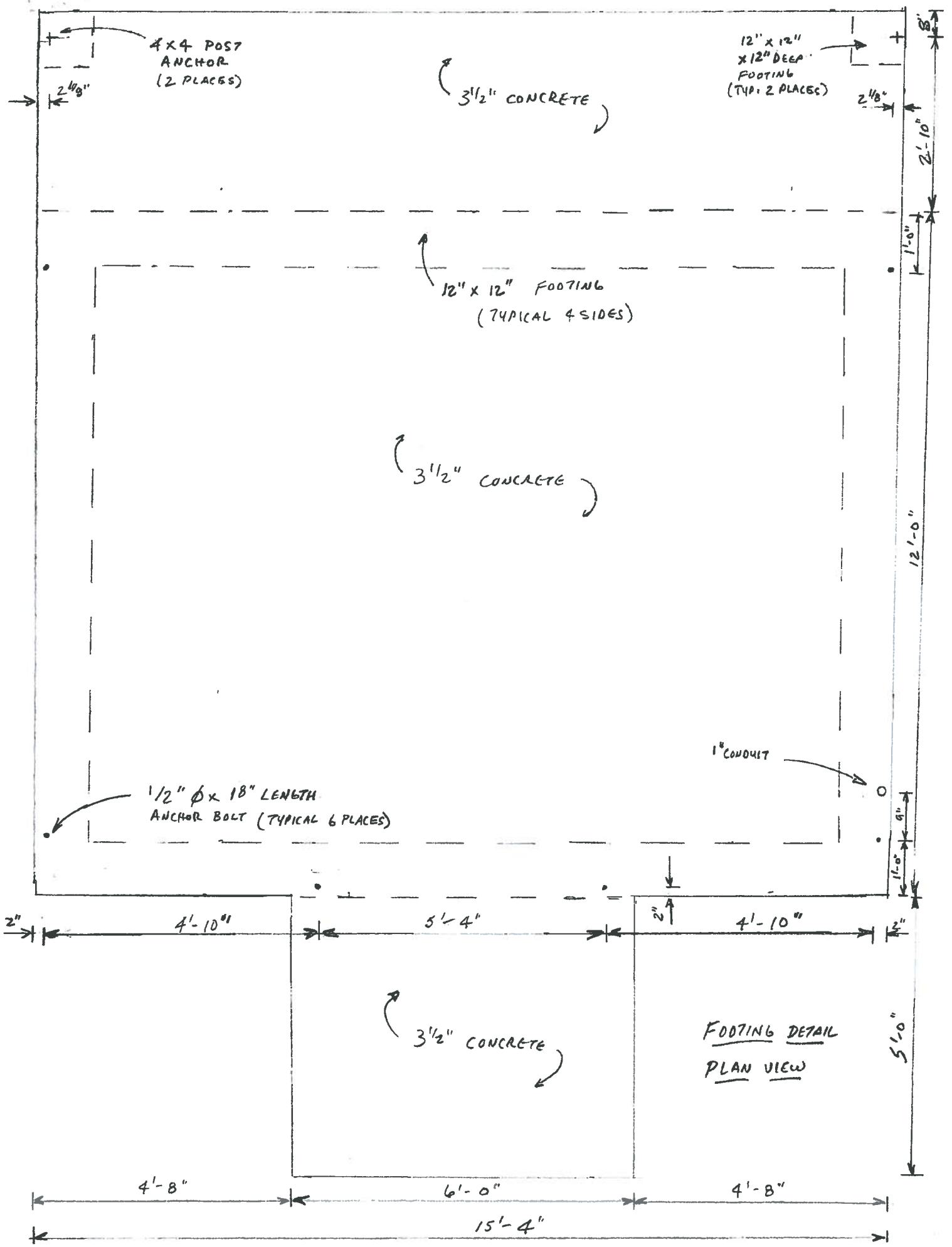
55 5'-0"

END VIEW
NORTH ELEVATION
(LOOKING SOUTH)



FRONT VIEW
EAST ELEVATION - FRAMING
 (LOOKING WEST)





Adjacent Property Owners – 117 McNair Street

Ed Stone
513 East 2nd Street
Washington, NC 27889

Tom Molon
113 McNair Street
Washington, NC 27889

Jayne Wall
111 South Reed Street
Washington, NC 27889

Gregory Wilkinson
120 McNair Street
Washington, NC 27889

Kit Yeung
509 East 2nd Street
Washington, NC 27889

Fred Hawkins
507 East 2nd Street
Washington, NC 27889

Bartemus Sheppard
8354 Cherry Run Road
Washington, NC 27889

Audrey Jenkins
15455 NW 128th Street
Platte City, Mo. 64079

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: 117 McNair Street – Construction of a shed

A request has been made by Mr. Dominic Reising for a Certificate of Appropriateness to remove an old storage shed and construct a new 12' x 17' shed in the rear yard of the structure located at 117 McNair Street. Please review the Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings & Accessory Structures.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Dominic Reising to remove an old storage shed and construct a new 12' x 17' shed in the rear yard of the structure located at 117 McNair Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings & Accessory Structures.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Dominic Reising to remove an old storage shed and construct a new 12' x 17' shed in the rear yard of the structure located at 117 McNair Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings & Accessory Structures. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. Dominic Reising to remove an old storage shed and construct a new 12' x 17' shed in the rear yard of the structure located at 117 McNair Street. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings & Accessory Structures.

New Business
Major Works
230 Water Street
Demolition

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 230 Water St

Historic Property/Name (if applicable): _____

Owner's Name: Litchfield Holdings LLC

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Non-Contributing Building To be torn Down

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Litchfield Holdings LLC
(Name of Applicant - type or print)

655 West 3rd St Wash, NC 27889
(Mailing Address) (Zip Code)

(Date) (Daytime Phone Number)

William F Litchfield
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

City of Washington
Washington Historic Preservation Commission

Notice of Intent to Demolish

The undersigned do petition the Historic Preservation Commission for a Certificate of Historic District Appropriateness for the demolition of the structure (s) at 230 Water St.

Type of structure- Wood Building.

The notice of intent to demolish will be received and reviewed by the Historic Preservation Commission at their next regular meeting.

4-5-13
Date

William F Fitchfield.
Signed

Historic Preservation Action taken: _____

_____.

Date taken

Authorizing Official



ADDRESS: 230 Water St

TAX PARCEL NUMBER: 5675-97-2270

CONTRIBUTING: No

CONTRIBUTING NUMBER: **NON-CONTRIBUTING NUMBER:** 455

CURRENT OWNER: Litchfield Holdings

FLOOD ZONE: No

SQUARE FOOTAGE OF STRUCTURE: 1500

WINDOW STYLE: upstairs: downstairs:

DOOR STYLE:

ROOF MATERIAL:

DESCRIPTION: 1 Story mid 20th Century commercial building.

OTHER FEATURES: (i.e. fences, accessory building, etc.):



PIN 01017799
GPIN 5675-97-2270
GPINLONG 5675-97-2270
NAME1 LITCHFIELD HOLDINGS LLC
NAME2
ADDR1 135 HARBOR RD
ADDR2
CITY WASHINGTON
STATE NC
ZIP 27889
PROP_ROAD 230 WATER ST
ACRES 0.0000
ACCT_NBR 871690
MAP_SHEET 567512
NBR_BLDG 1.0000
DATE 2/9/2005 12:00:00 AM
DB_PG 1437/0194
LAND_VAL 76126.0000
BLDG_VAL 3535.0000
DEFR_VAL 0.0000
TOT_VAL 79661.0000
NBHD_CDE H
NBHD_DESC HISTORICAL
SUB_CDE
SUB_DESC
STAMPS 0.0000
SALE_PRICE 0.0000
ZONE B1H
LAND_USE
DISTRICT 01
PROP_DESC 1 LOT 230 WATER STREET
MBL 56751234
EXMPT_PROP
EXMPT_AMT 0.0000
ROAD_TYPE P





Adjacent Property Owners – 230 Water Street

NC Estuarium
Attn: Tom Stroud
223 East Water Street
Washington, NC 27889

William W. Toler
224 Water Street
Washington, NC 27889

Richard H. Hodges
373 Barwick Drive
Washington, NC 27889

Richard Klann
239 East Main Street
Washington, NC 27889

Douglas Bidle
225 East Main Street
Washington, NC 27889

Rebecca Franks
211 East Main Street
Washington, NC 27889

Bobby E. Roberson
235 East Main Street
Washington, NC 27889

Arthur Tyndall
110 South Harvey Street
Washington, NC 27889

Dianna Aideuis
122 South Harvey Street
Washington, NC 27889

Moss Landing One
PO Box 1845
Washington, NC 27889

Moss Property Partners, LLC
858 Williamson Road
Mooresville, NC 28117

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission
From: John Rodman, Planning and Development
Re: Demolition – 230 Water Street

A request has been made by Mr. Bill Litchfield, representing Litchfield Holdings, for a Certificate of Appropriateness to demolish the structure located at 230 Water Street. The building is a non-contributing structure. Please review the Design Guidelines, specifically Section 6.0 Demolition and Relocation.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Bill Litchfield, representing Litchfield Holdings, to demolish the structure located at 203 Brown Street. The building is a non-contributing structure. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Bill Litchfield, representing Litchfield Holdings, to demolish the structure located at 203 Brown Street. The building is a non-contributing structure. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission delay a Certificate of Appropriateness to Mr. Bill Litchfield, representing Litchfield Holdings, to demolish the structure located at 203 Brown Street. The building is a non-contributing structure. The delay in the Certificate of Appropriateness shall not exceed 365 Days. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation.

New Business
Major Works
133 & 135 West Main Street
Repair and Replace
Windows

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 133 West Main St - (maybe 135)

Historic Property/Name (if applicable): Ellen Lewis Morgan Heirs

Owner's Name: Gayle Morgan (Mrs. W.H. Morgan)

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace windows on second floor on back and front with vinyl clad ply gem windows to match existing windows

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

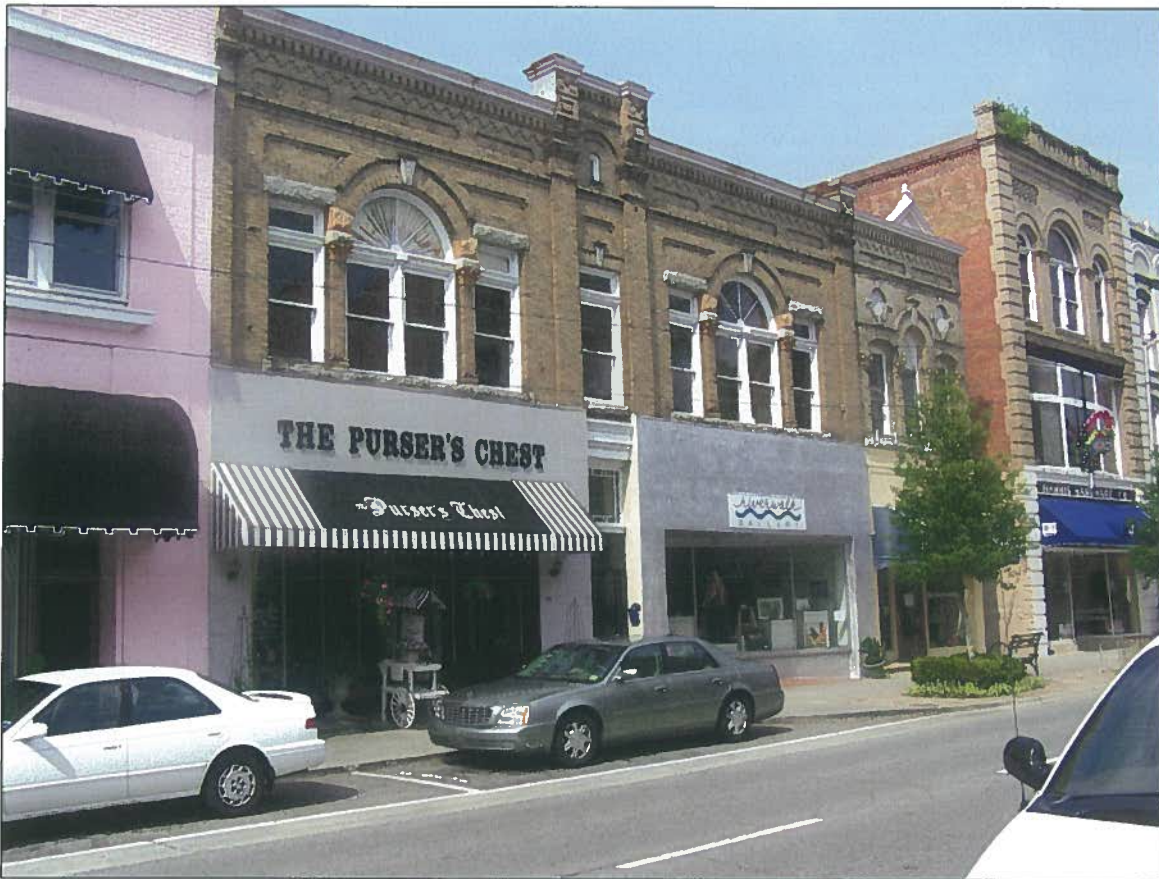
Gayle W. Morgan
(Name of Applicant - type or print)
116 River Road - Washington, NC
(Mailing Address) 945-1895 (Zip Code) 27889
4/26/13 975-4436 (WORK)
(Date) (Daytime Phone Number)
Gayle W. Morgan
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

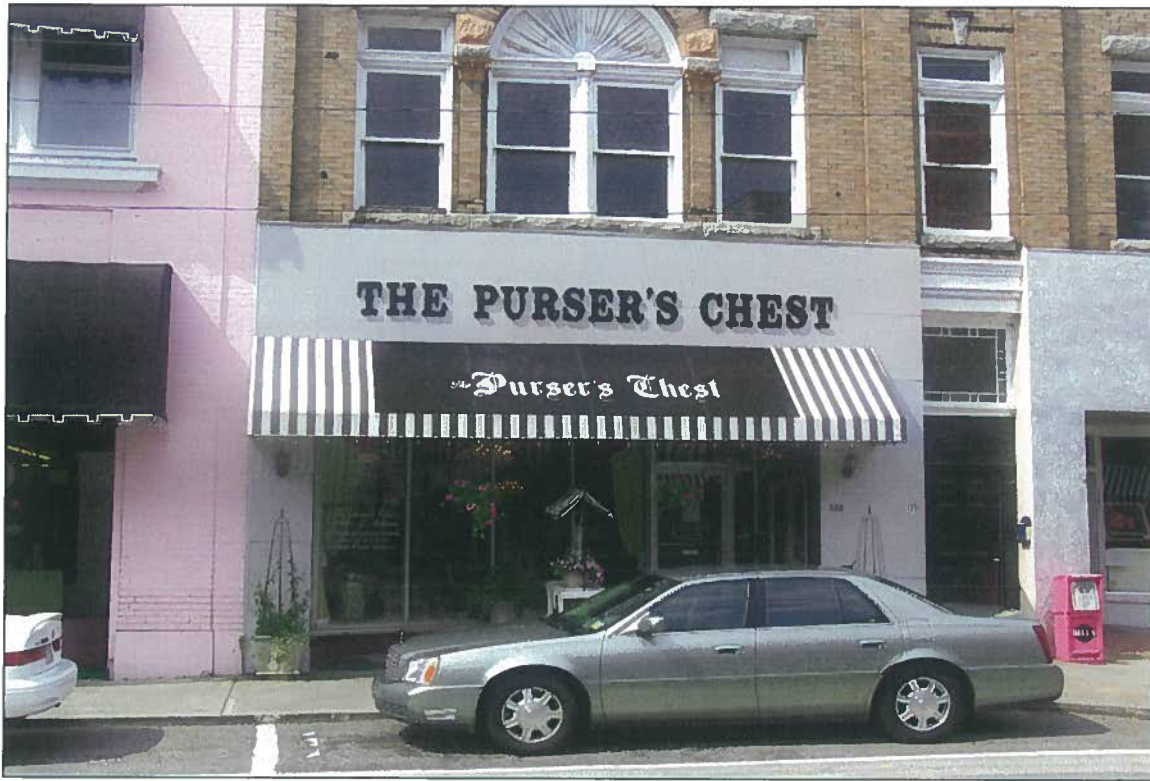


CONTRIBUTING NUMBER: 161

FRONTING STREET: West Main Street

FORMER USE/ BUILDING NAME: Commercial/ once housed Dr. Blount's Drugstore

DATE OF CONSTRUCTION: ca. 1901-1904



ADDRESS: 133 W. Main St.

TAX PARCEL NUMBER: 5675-87-2963

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 161 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Ellen L Morgan Hrs

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 8444

WINDOW STYLE: upstairs: downstairs:

DOOR STYLE:

ROOF MATERIAL:

DESCRIPTION: Impressive 2 story brick commercial building. Notable corbelled cornice with irregular parapet, Palladian motifs, granite lintels and sills, Corinthian pilasters. Altered first floor. Built between 1901-1904. Built by Dr. William Blount and William Bragaw. Dr. Blount had a drugstore in the building for a time.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Downstairs- Lewis'



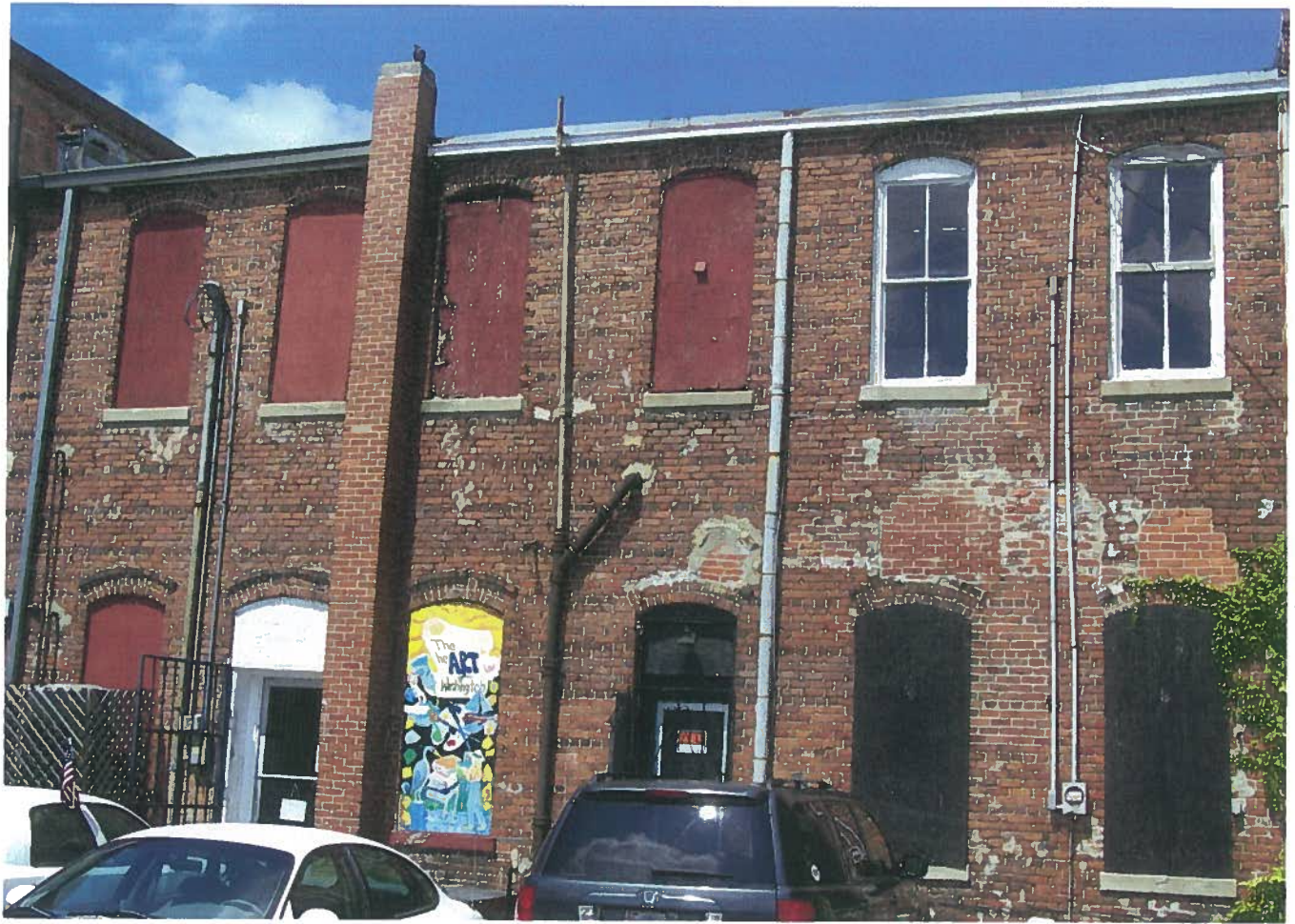
Map NCAerial2010

[Terms of Use](#)

PIN 01017919
 GPIN 5675-87-2963
 GPINLONG 5675-87-2963
 NAME1 MORGAN ELLEN LEWIS HRS
 NAME2 MORGAN GAYLE W
 ADDR1 116 RIVER ROAD
 ADDR2
 CITY WASHINGTON
 STATE NC
 ZIP 27889
 PROP_ROAD 133 W MAIN ST
 ACRES 0.0000
 ACCT_NBR 866902
 MAP_SHEET 567508
 NBR_BLDG 1.0000
 DATE 5/1/2003 12:00:00 AM
 DB_PG 03E/176
 LAND_VAL 81081.0000
 BLDG_VAL 294430.0000
 DEFR_VAL 0.0000
 TOT_VAL 375511.0000
 NBHD_CDE CH
 NBHD_DESC COMMERCIAL HI
 SUB_CDE
 SUB_DESC
 STAMPS 0.0000
 SALE_PRICE 0.0000
 ZONE B1H
 LAND_USE
 DISTRICT 01
 PROP_DESC 1 LOT 133-135 WEST MAIN STREET
 MBL 567508279
 EXMPT_PROP
 EXMPT_AMT 0.0000
 ROAD_TYPE P







[Back to Quote](#)



Date: 04/29/2013

LOWE'S HOME CENTERS, INC. #786
1701 CAROLINA AVENUE
WASHINGTON, NC 27889
USA
(252) 975-1006



Project #: 379567913 Description: window truss
Customer Name: WILLIAM HARDISON
Customer Phone: (252) 945-8101
Customer Address: 7661 CHERRY RUN
WASHINGTON, NC 27889
USA

Line Item
Frame Size

Product Code
Description

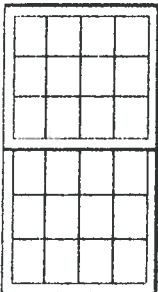
Unit Price Quantity Total Price

0001

Manufacturer: PlyGem Windows

Exact Size = 41 3/8" W x 76 9/16" H

Rough Opening = 42 3/8" W x 77 1/16" H



Division : Millwork
Product : Windows
Type : Double Hungs
View Energy Star Products : No - I want to view all products
Material : Vinyl Clad
Product Line : New Construction
Frame : 4-9/16"
Unit Style : Prefinished White Interior / Clad Wood Sash
Fin Type : Nail Fin
Configuration : Single Unit
Sash Configuration : Standard
Performance Rating : Standard DP Performance
Exterior Color : White
Interior Finish : Prefinished White
Opening Type : Exact
Exact Width : 41 3/8"
Exact Height : 76 9/16"
Rough Opening Width : 42 3/8"
Rough Opening Height : 77 1/16"
Glass Type : Dual Glazed
Tempered Glass : No
Low E Glass : Low E
Tint : No
Glass Option - Top Sash : Clear
Glass Option - Bottom Sash : Clear
Gas Filled : None
Grid Type : 5/8" Sculptured GBG
Grid Style : Colonial
Grid Location : Top and Bottom
Top Grid Pattern : 4W3H

GRID S are
3/2, not 8/8.
SERVOR, will
not show 3/2
price the
same.

Ruby
Brown
Lowes
m/w

\$375.46

4

\$1,501.84

Bottom Grid Pattern : 4W3H
Exterior Grid Color : White
Interior Grid Color : White
Wall Depth : 5 1/4"
Sill Stops Applied : Yes
Apply Jamb Extension to Sill : 4 Sides
Tilt Option : EZ Tilt
Hardware Finish : White
Screen : No Screen
Series : 4800 Series
Delivery : Store
Lead Time : 14 Days

***15% off all SOS Windows and Doors from 04/17/13
through 04/30/13****

Project Total: \$1,501.84

Salesperson: RUDY BROWN (S0786RB1)

Accepted by: _____

Date: 04/29/2013

Print this Page

This Millwork Quote is valid until 5/28/2013. This is an estimate only. This estimate does not include tax or delivery charges. Delivery of all materials contained in this estimate are subject to availability from the manufacturer or supplier. All the above quantities, dimensions, specifications and accessories have been verified and accepted.

Adjacent Property Owners – 133 & 135 West Main Street

ALM Investment
610 Courtland Street
Greensboro, NC 27401

William Mayo, Jr.
411 River Road
Washington, N.C. 27889

Wells Fargo Bank
1298 East 14th Street
San Leandro, CA 94577

City of Washington
PO Box 1988
Washington, N.C. 27889

Jayne Wall
111 S. Reed Street
Washington, N.C. 27889

J. Whit Blackstone
222 Stewart Parkway Ste 204
Washington, N.C. 27889

Mark VL Gray
108 N. Elm Street
Greensboro, NC 27401

L. Wright Properties
407 Queen Ann Road
Greenville, NC 27858

Ravenwood Properties
1641 Brookrun Drive
Raleigh, NC 27614

Robert Henkel
305 Forte Shores Drive
Chocowinity, NC 27817

John Logelfo
126 West Main Street
Washington, N.C. 27889

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: 133 & 135 West Main Street – Repairing & Replacing Windows

A request has been made by Ms. Gayle Morgan for a Certificate of Appropriateness to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the structure located at 133 & 135 West Main Street. The large windows on the front will be repaired. Please review the Design Guidelines, specifically Section 3.0 Changes to Existing Buildings Subsection 3.4 Windows and Doors.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gayle Morgan to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the structure located at 133 & 135 West Main Street. The large windows on the front will be repaired. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings Subsection 3.4 Windows and Doors.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gayle Morgan to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the structure located at 133 & 135 West Main Street. The large windows on the front will be repaired. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings Subsection 3.4 Windows and Doors. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Ms. Gayle Morgan to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the structure located at 133 & 135 West Main Street. The large windows on the front will be repaired. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings Subsection 3.4 Windows and Doors.

New Business
Major Works
Stewart Parkway
Lighthouse Restrooms

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Stewart Parkway

Historic Property/Name (if applicable): Western end of the promenade

Owner's Name: City of Washington

Lot Size: N/A feet by N/A feet.
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Construct new restroom and boater facilities for the western end of Stewart Parkway. The restroom facilities
will be constructed as a replica of the Old Pamlico Point Lighthouse that was located at the mouth of the
Pamlico River.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

John Rodman, Director, Planning and Development
(Name of Applicant - type or print)

PO Box 1988 Washington 27889
(Mailing Address) (Zip Code)

4/18/13 (252) 975-9384
(Date) (Daytime Phone Number)

(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration
- ☐ Addition
- ☒ New Construction
- ☐ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

- ☐ **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- ☒ **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- ☒ **Description of Materials** (provide samples if appropriate).
- ☒ **Photographs** of existing conditions.
- ☒ **Drawings** showing proposed work. Include one set of full size drawings when available.

☒ **Plan** drawings.

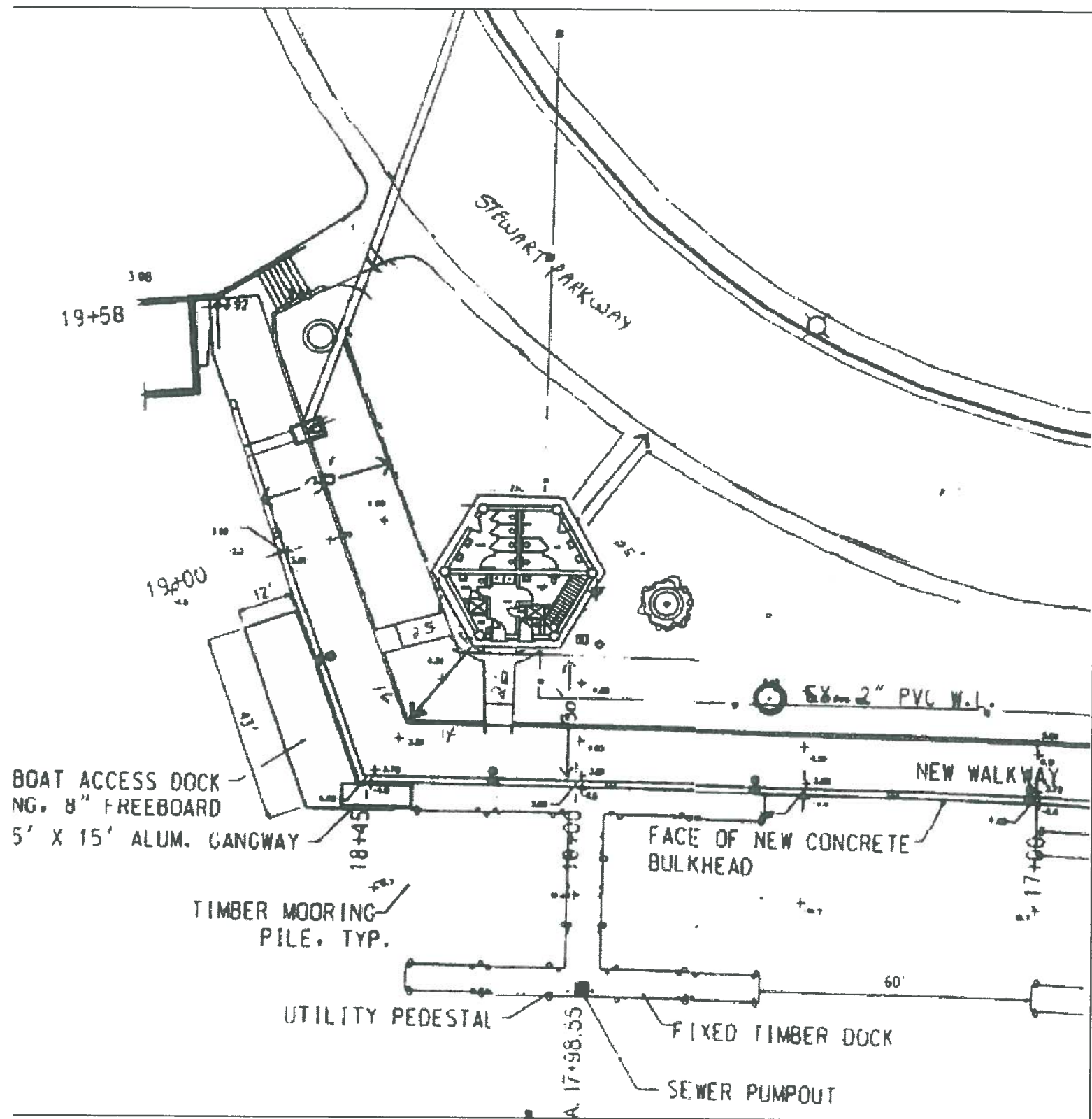
☒ **Elevation** drawings showing the new façade(s).

☐ **Dimensions** shown on drawings.

☐ **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☒ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☒ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

(Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 5.0	New Construction	
Section 5.1	Comercial Construction	New restroom facilites



NO.	DATE	REVISION
1	10/1/00	ISSUED FOR PERMIT
2	10/1/00	ISSUED FOR PERMIT
3	10/1/00	ISSUED FOR PERMIT
4	10/1/00	ISSUED FOR PERMIT
5	10/1/00	ISSUED FOR PERMIT
6	10/1/00	ISSUED FOR PERMIT
7	10/1/00	ISSUED FOR PERMIT
8	10/1/00	ISSUED FOR PERMIT
9	10/1/00	ISSUED FOR PERMIT
10	10/1/00	ISSUED FOR PERMIT

Boater's Facility

Washington Waterfront Docks

PLANS FOR

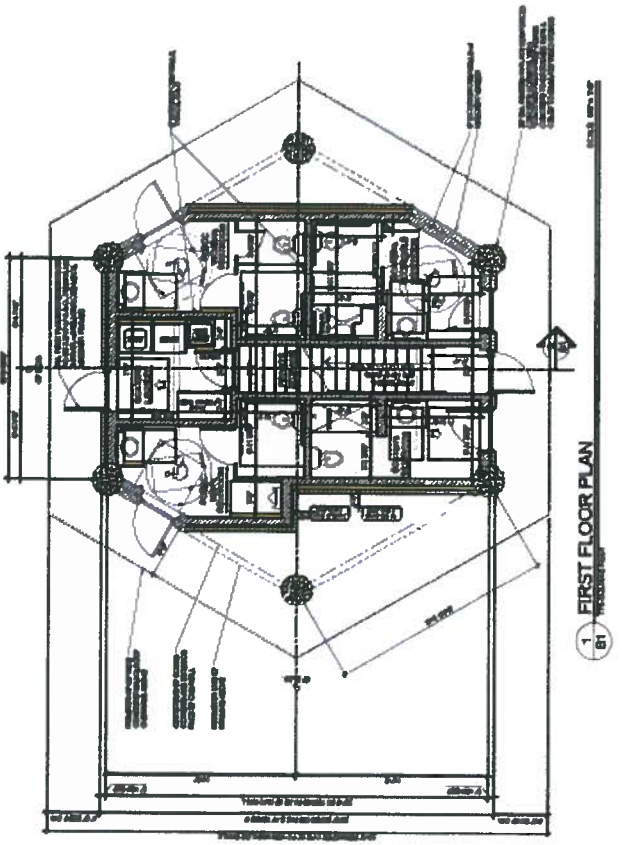
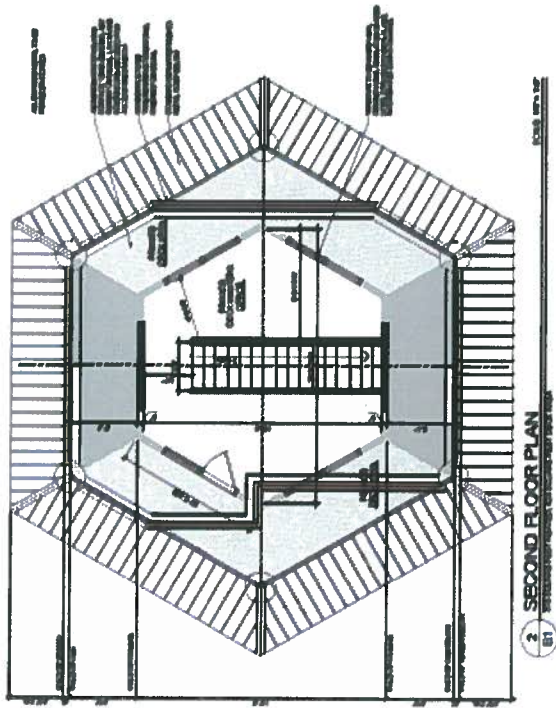
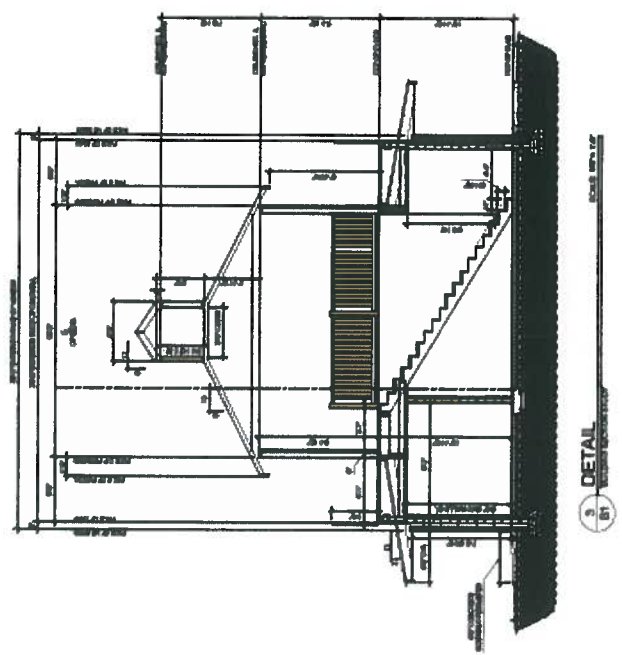
Washington, North Carolina



MOSLEY & ASSOCIATES, INC.
 Mechanical Engineers
 1400 S. Main Street, Suite 200
 Raleigh, NC 27601
 Phone: (919) 733-1100 Fax: (919) 733-1101

B1	FLOOR PLANS
Project No.	100000000
Sheet No.	100000000
Scale	AS SHOWN
Date	10/1/00

These drawings were prepared by Mosley & Associates, Inc. for the purpose of obtaining a permit from the City of Washington, North Carolina. The drawings are not to be used for any other purpose without the written consent of Mosley & Associates, Inc. The drawings are the property of Mosley & Associates, Inc. and shall not be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Mosley & Associates, Inc.



Material Recommendations & Specifications for LIGHTHOUSE Bathrooms & Boater's Facility

ROOF

- Minimum of 26 Gauge Standing Seam with concealed fasteners and to meet wind loads of Beaufort County. Color to match Festival Park

MASONRY

- Brick veneer shall be Canyon Creek by Triangle Brick Company. Use type S mortar. At all corners the brick needs to be weaved and not have straight or stacked joints.

EXTERIOR FINISHES

- All lap siding and trim boards should be white HardiePlank® or equal applied over manufactured waterproof membrane
- Bracket details to be rot proof materials.
- All exterior doors should be fiberglass six panels painted. Boater's facility door to Deck walkaround should be fiberglass with windows.
- Windows: Boater's facility office white vinyl double hung with individual panes.
- All exterior exposed steel / aluminum should be powder coated to prevent maintenance
- Exterior Walk Around decking material to be Aluminum Decking by Ohio Grating ADT Series or equal lay in and screw attached to allow removal to access standing seam roof underneath. For info: http://www.ohiogratings.com/aluminumgrating_dove_tail.html#
- Exterior Walk Around deck railing: **RailingWorks® Traditional Railings** or equal, Standard Square Picket, 4" post with Standard Post Cap designed to replicate the railing on the original Pamlico Point Light. For Info: <http://www.railingworks.com/traditional-railing-details.html>
- 4' sidewalk around all sides of building.

INTERIOR FINISHES

- Public Bathrooms: stained concrete floors, painted masonry walls, composite divides for each stall, Fiberglass exterior six panel painted doors.
- Boaters Bathrooms and Laundry Room: floors and up 4 ft. (in bathrooms only) shall be Dal-Tile Portenza Series porcelain tile, color Terra Di Sienna, PZ04 with Mapei epoxy grout: Kerapoxy #42 color : Mocha; painted masonry walls.
- Plumbing fixture specifications to match Festival Park. We will have natural gas. Plan on **Renai or equal instantaneous water heater**.
- Boater's Facility office: painted sheetrock, VCT floor, 21/2" window & door casing.

ELECTRICAL

- Ground fault outlets at sink in Boaters Bathroom
- Exterior outlets mounted above flood level.

- Lights (LED par) in roof overhang designed to illuminate the exterior of the building.
- Boaters Facility office: prewire several locations for Cable, High speed Internet, telephone and VHF radio. At least 2+ 20amp circuits in Dock Master Office. **Provide 2"pipe conduit up to Boater's Facility office to provide access for future.**

PAMLICO LIGHT REPLICA @ TOP

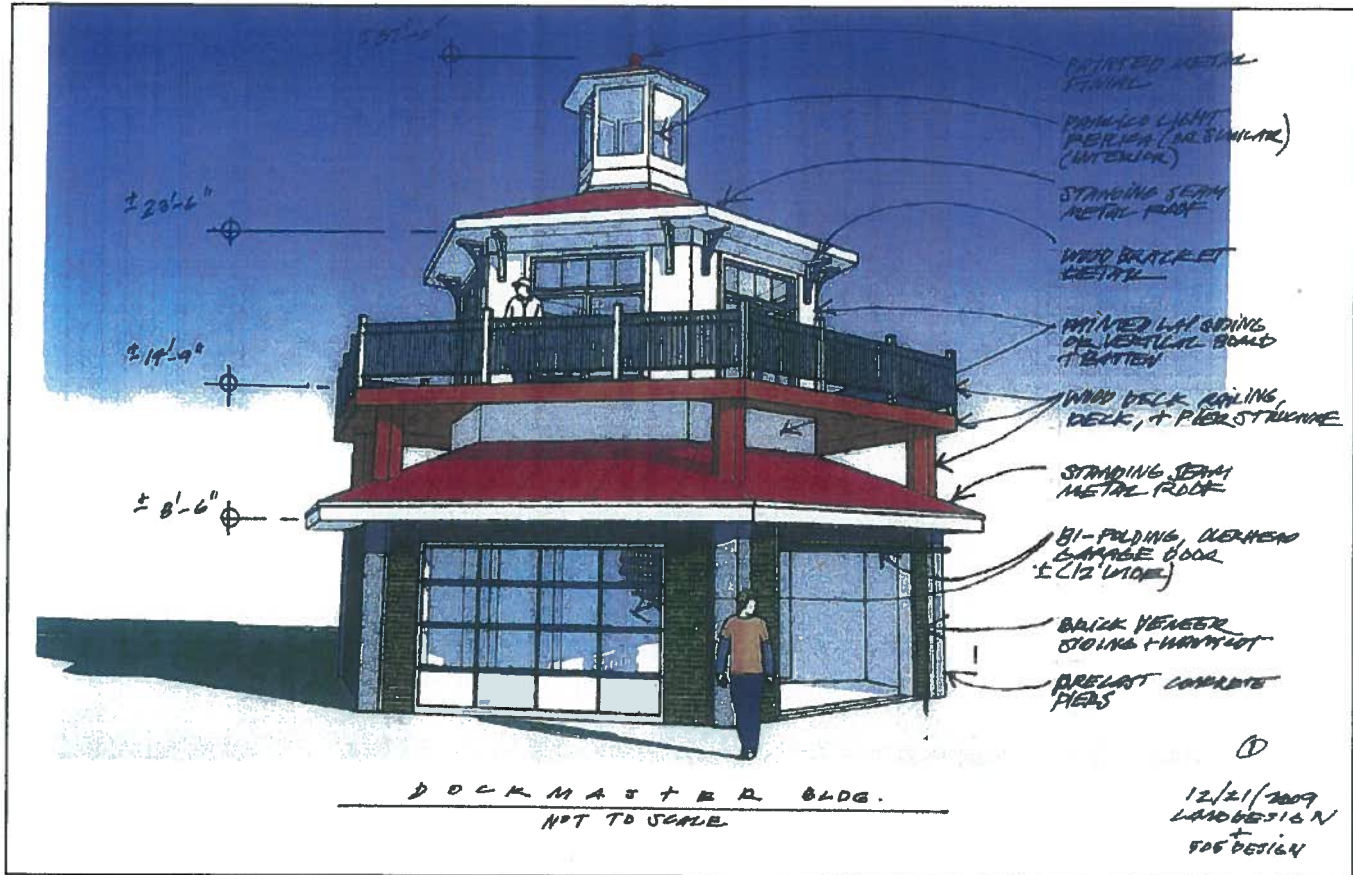
- Provide access so light can be maintained. Provide light fixture to receive standard bulb base with bulb mounted vertically with base at the bottom. Light in light house peek: AAMSCO Lighting Model #LED80W LED Corncob light

HVAC:

- Provide the most economical/energy efficient system available for the application. Natural gas will be available. Will this be a good application for water/air system? Consider clearances required for air/air and the limited height and flood level requirements in the Covered Mechanical Area. How does the water/air system compare to other systems for energy efficiency? Separate zones for Boaters, Public bathrooms and Boater's facility.
- Covered Mechanical area: Is there room there to provide a secure location for a golf cart? Provide brick or aluminum fencing to secure this area.



Before



After





Adjacent Property Owners – Lighthouse Restrooms and Boaters Facility

Sloan Insurance Agency
245 West Main Street
Washington, NC 27889

Fortescue Investment Group
444 Stewart Parkway
Washington, NC 27889

Strong Shield Properties
444 Stewart Parkway
Washington, NC 27889

PGML, LLC
107 Island Lane
Washington, NC 27889

Randy Walker
PO Box 2632
Washington, NC 27889

Sid Hassell, Jr.
112 South Respass Street
Washington, NC 27889

Havens Mill Properties
109 Hardy's Hill Lane
Edenton, NC 27932

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: Stewart Parkway – Construct new restrooms and boaters facilities

A request has been made by the City of Washington Planning and Development Department for a Certificate of Appropriateness to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade. Please review the Design Guidelines, specifically Chapter 5.0 New Construction and Section 5.1 Downtown Commercial Construction.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the City of Washington Planning and Development Department to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction and Section 5.1 Downtown Commercial Construction.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the City of Washington Planning and Development Department to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction and Section 5.1 Downtown Commercial Construction. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission deny a Certificate of Appropriateness to the City of Washington Planning and Development Department to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction and Section 5.1 Downtown Commercial Construction.

Other Business Coastal Warning Display Towers

MEMORANDUM

Date: April 29, 2013

To: Historic Preservation Commission

From: John Rodman, Planning and Development

RE: Donation – Coastal Warning Display Tower

The U.S. Weather Bureau once used Coastal Warning Display towers to fly signal flags to warn mariners of wind shifts or approaching storms. Dozens of these towers were built after 1898, when President McKinley ordered the Weather Bureau to implement a hurricane warning system for ships. The towers were officially known as coastal warning display towers (CWD). Use of the forecast flags faded after 1925, as radio stations took over the role of disseminating local weather forecasts. The storm warning system and the CWD towers are obsolete today; the National Weather Service deactivated its Coastal Warning System in 1989. Although the program has been formally discontinued, the Coast Guard and other stations may continue to display warning signals without the direct assistance of the National Weather Service. It is believed that only five towers are still in use today, with two of those being in North Carolina.

The city of Southport restored its tower as a memorial to Jessie Taylor, the woman who flew the signal flags from the tower from 1900, when it was built, until she died in 1962. The tower now flies the Stars and Stripes. It stands in front of the Fort Johnston Officers Quarters, a historic building dating from about 1800.

In September 2005, the North Carolina Maritime Museum's branch at Manteo, just inside the Outer Banks, acquired Manteo's 1904 CWD tower and reinstalled it on the town waterfront. By November 1, the museum had fully restored the tower, reinstalling and reactivating the original lights. Forecast flags are displayed daily, and storm warning flags are flown whenever they are appropriate.

Mr. Jim Miller owns the residence and property at 720 East Main Street and a Coastal Warning Display tower has been located on the property since the 1940's. The tower has not been in use in a number of years and Mr. Miller has expressed an interest in donating the tower to the City of Washington; to be removed and possibly restored and placed at a separate location.

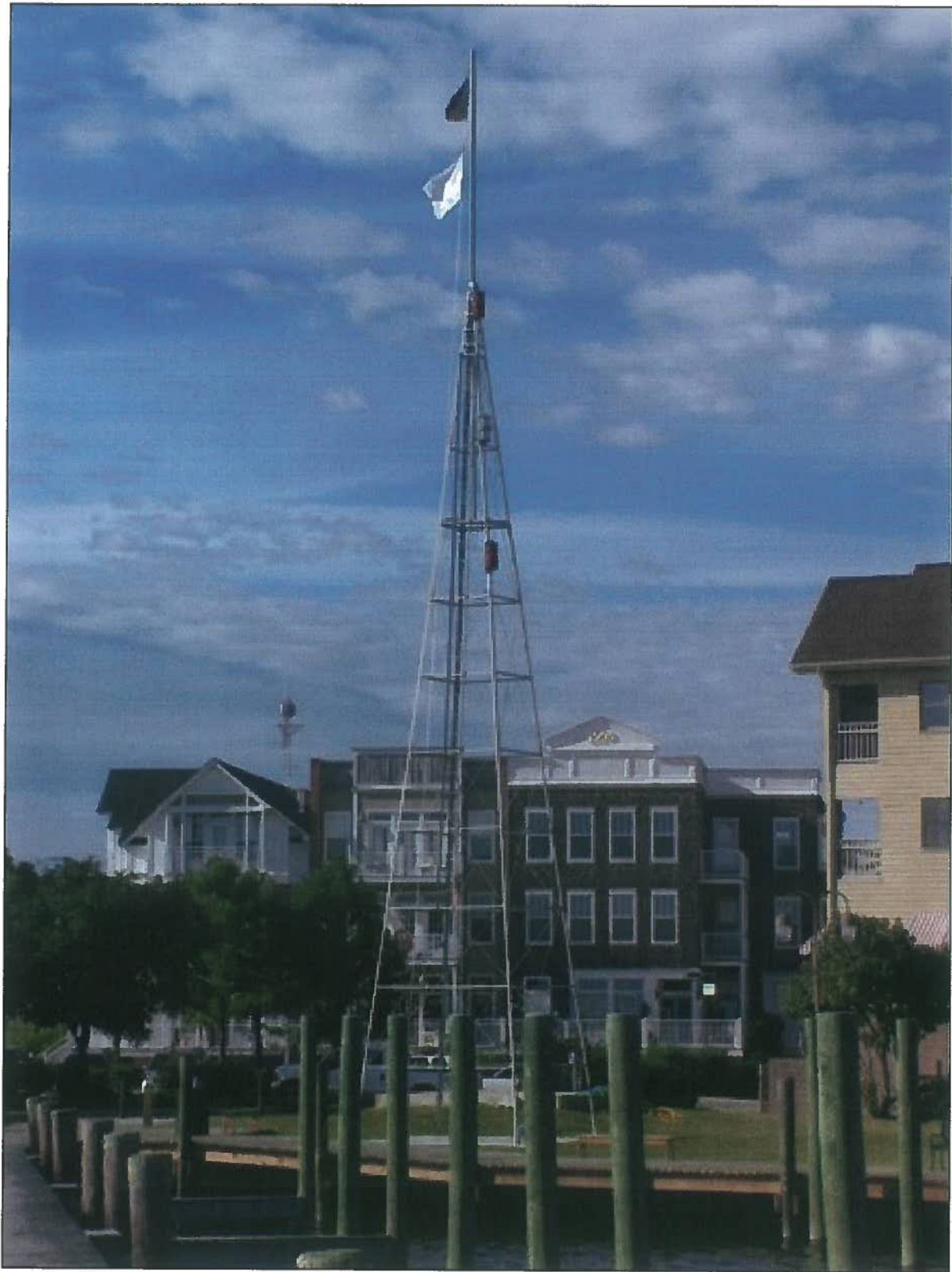
The City Building Inspections Office had a Structural Engineer look at the existing tower to make sure that its structural integrity would not be compromised if the tower was taken down, removed and once again installed. He stated that the tower would remain structurally sound. The height of the tower is approximately fifty feet. The engineer also gave the City an approximate cost to have the tower taken down, dismantled, moved to a remote site to have it refurbished and painted and once again installed at a separate location. That cost estimate was \$14,200. That cost does not include any purchase of weather flags or signal lights that were no longer with the tower.

A site for a new tower location has not been selected. There is a possibility of five locations along the waterfront that could be discussed and possibly used as a permanent site.

We are currently in the process of trying to find additional funding sources that may aid in the refurbishment and reinstallation of Washington's Coastal Weather Display tower.

Enclosed are pictures of the Southport and Manteo towers and the tower located at 720 East Main Street.

If you have any questions or I may further assist you in any way please don't hesitate to let me know.



Coastal Warning Display Tower
Southport, NC



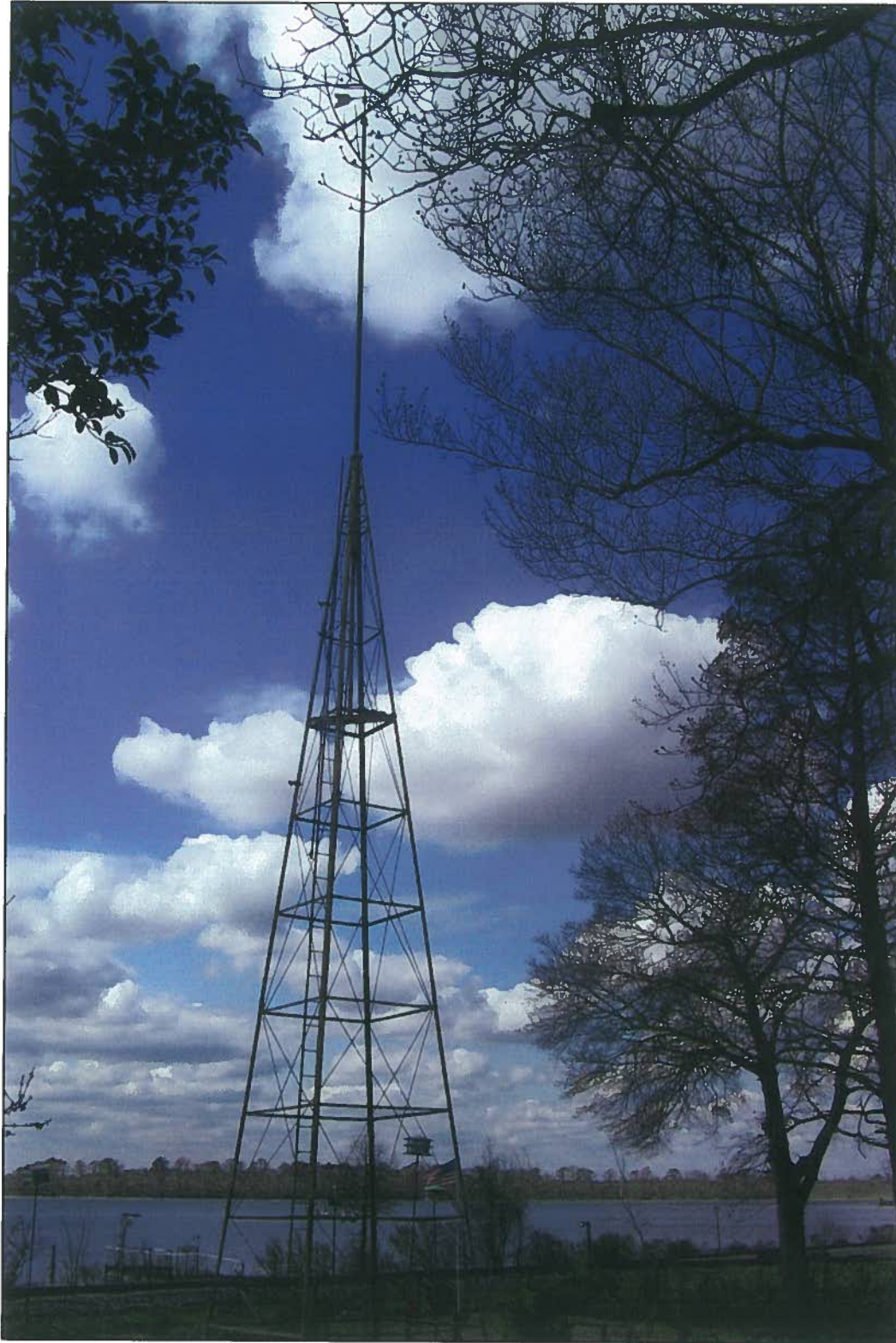
Coastal Warning Display Tower
Manteo, NC



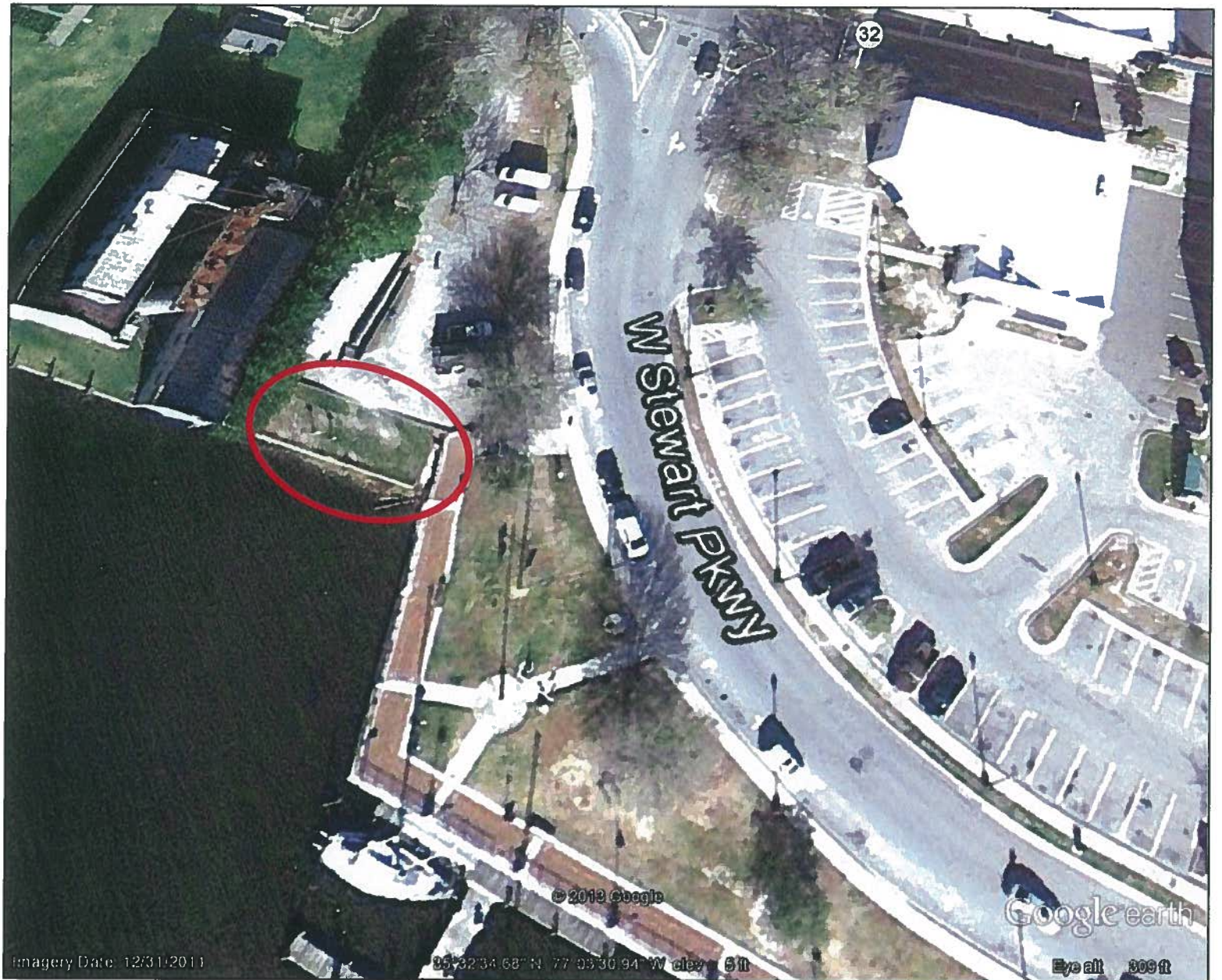
Coastal Warning Display Tower
Manteo, NC



Coastal Warning Display Tower
Washington, NC



Coastal Warning Display Tower
Washington, NC



Area #1

West End Promenade



Area #2 Along Promenade



Area #3 Estuarium



Area #4

West End Havens Gardens



Area #5

East End Havens Gardens

Minutes

April 2, 2013

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting – Minutes

Tuesday, April 2, 2013

7:00 pm

Members Present

Geraldine McKinley Judi Hickson
Jerry Creech Ed Hodges

Members Absent

Rebecca Clark
Victoria Rader
Kasey Stone

Others Present

John Rodman, Community & Cultural Services Director
Jessica Selby, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

IV. Old Business

Dee Congleton came forward and presented the new walking tour signs to the Commission. She explained that all the walking tour signs and posts will be replaced. Mr. Rodman explained that the signs will be presented to the City Council at their next meeting.

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Ms. Gerri McKinley for a Certificate of Appropriateness to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint at the rear of the property located at 405 East Main Street.

Ed Hodges made a motion to continue the request. His motion was seconded by Judi Hickson. Ms. McKinley made note that she did have a neighbor present to speak in favor of the request.

2. A request has been made by Chuck and Jenna Davis for a Certificate of Appropriateness to:
1) to remove 2 Cedar Trees at the corners of the house to prevent structural damage and 1 tree in the rear yard, 2) construct a new deck at the rear of the structure, 3) construct a six feet high wooden privacy fence at the rear of the property locate at 413 East Main Street.

Chuck and Jenna Davis came forward and were sworn in. He explained that they have a couple of dogs and would like to build a privacy fence to keep the dogs in the back yard. He stated that it would just be a wood panel fence and they probably would not be painting it. Mr. Davis then explained the exact trees that he would like to take down and their locations. He stated that he only wanted to remove the two small rotten trees near the house. Judi Hickson asked about the location of the deck. Mr. Davis explained the location and stated that it would be to the left of the large tree in his back yard. He stated that the large pecan tree would not be affected by the deck. Mr. Davis explained that the deck would probably be 20ft x 10ft. Judi Hickson asked about the elevation of the deck. Mr. Davis stated that it would be 12 to 8 inches at the most. He explained that he didn't want a deck high off of the ground, he wanted basically a patio. Jerry Creech stated that based on the guidelines there must be some kind of stain on the fence. The Commission then asked how the top of the fence would look. Mr. Davis stated that it would not be a dog-ear top, but a regular angled top. Mr. Davis then stated that it would be a double sided fence and would only be in the rear yard.

The Chairman then opened the floor.

Rachel Mills, neighbor, came forward and was sworn in. She stated that the two cedar trees are detrimental to the house and have been for some time. She stated that they needed to come down. Ms. Mills stated that the deck at the rear of the structure does not look like a problem and explained that it makes sense to add the deck to the rear of the structure. She then stated that she did not have a problem with the wooden privacy fence they are requesting.

Dee Congleton asked if the fence would be a barricade board to board type fence. Mr. Davis explained that you would be able to see a short section of the fence from the road on the left side of the house, but the fence would be inside the existing shrubbery that is in the yard now. Ms. McKinley pointed out that there is an existing fence on the rear part of the property. Ms. Hickson asked if the new fence would look like the existing. He stated that he would probably make the old fence look like the new. He explained that he would probably take down the old fence and put up the new, so that it all would match. Mr. Davis stated that he would like to do board to board with no space between the boards. Mr. Davis explained that he liked the board to board look. Mr. Creech then spoke about fences in the historic district and the concerns he and others from the district have. He stated that the guidelines need to be clearer on fences.

Mr. Rodman explained that front yard fences have to be open, but the guidelines do not state that rear yard fences have to be open.

The Chairman closed the floor and the Commission discussed the request further. Ed Hodges asked if the Commission abandoned guideline 4.6.11 about 4 feet high fence south of Main Street. Mr. Rodman stated that 4.6.11 was no longer in affect. He explained only lots with water views were affected by that guideline. Mr. Creech stated that fences in the historic district are an ongoing issue.

Ed Hodges made the following motion: I move that the Historic Preservation commission grant a Certificate of Appropriateness to Chuck and Jenna Davis to remove 2 Cedar Trees at the corners of the house to prevent structural damage located at 413 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.0 Streetscape and Site Design Subsection 4.1 Landscaping. His motion was seconded by Judi Hickson. All voted in favor and the motion carried.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Chuck and Jenna Davis to construct a new deck at the rear of the structure on the property located at 413 East Main Street. This motion is based on the following findings of fact: The application is congruous with the Historic Preservation Design Guidelines, specifically Chapter 5.0 New Construction Section 5.4 Decks. Her motion was seconded by Geraldine McKinley. All voted in favor and the motion carried.

Geraldine McKinley made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Chuck and Jenna Davis to construct a new 6' high wooden privacy fence at the rear of the property located at 413 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines specifically Chapter 4.0 Streetscape and Site Design Subsection 4.6 Fences & Walls. Judi Hickson seconded the motion. All voted in favor and the motion carried.

3. A request has been made by Anne and Matthew Willard for a Certificate of Appropriateness to demolish the structure located at 324 East 2nd Street because of the cost of renovation.

Ms. Susan Zackary came forward and was sworn in. She explained that the Willards live out of town and they asked her to come to the meeting to represent them. She stated that she is the house sitter for the house next to the house in question, which they also own. Ms. Zackary informed the Commission that she had the house appraised and a contractor looked at the house. She explained that the contractor stated that it would take approximately \$180,000 to make the house habitable. She explained that the power at the house has been off for over 13 months and the previous residents of the structure did not maintain the property for many

years. Ms. Zackary elaborated more on the deteriorating condition of the house. Ms. Zackary stated that they would very much like to have the house demolished. She explained that the Willards take great pride in their home and they like to have things historically correct. She stated that once the house is taken down they would like to landscape the property at first, but they have not decided what they would like to do to the property down the road. Jerry Creech asked how long the Willards have owned this property. Ms. Zackary stated that they have owned the property since December of January of this year. Ms. Zackary stated that they did have someone look at the property before they purchased it and that it was her understanding that they purchased the property in order to take the house down. Jerry Creech spoke about the importance of preserving historic homes and the fact that many homes in the historic district that were in the same condition were restored and saved. He spoke about his personal experience with restoring his own historic home. Mr. Creech also spoke about the fact that the house was bought by the Willards in its current condition with no intent of making any repairs. Ms. Zackary stated that the Willards love the historic district and the other historic home that they own. She explained that they lovingly take care of their house at 318 E 2nd Street and they would love to redo the house at 324 E 2nd Street, but the cost and its condition are factors. Ms. Zackary stated that the Willards would have liked to have acquired the house several years ago when it was in better condition. Mr. Creech stated that the Commission cannot deny a COA for demolition; however they can delay the demolition for 365 days.

The Chairman opened the floor for those who would like to speak for or against.

James Coke came forward and was sworn in. He stated that he and his wife live right across the street from this house. Mr. Coke stated that the roof of the house has been damaged so much that the tin is flopping around and bats have inhabited the house for about five years. He explained that the smell of it is terrible. He stated that the fascia boards around the roof have not just rotted, they have rotted away. He explained that if you look into the house there are some walls that do not have any paint left on them. He added that the base boards have rotted and the porches have rotted holes in them. He stated that the condition of the house gets worse as you go towards the back of the house. Mr. Coke stated that he felt the estimate of what it will cost to fix the house was pretty optimistic. He stated that he didn't think the house can be rehabbed. Mr. Coke explained that the house would have to be gutted, insulated, new wiring, new plumbing, and new walls and then you still have an old house. Mr. Coke stated that he spend close to \$100,000 renovating their home, which had already previously need renovated. He explained that even after renovation the house would not sell for more than \$100,000 to \$120,000, if you could get that much for it. Mr. Coke stated that the house is simply not worth renovating. He urged the Commission to allow the house to be taken down.

Steven Radar came forward to address the Commission. He explained that he saw pictures of the first house he owned in the historic district, before it was renovated. He stated that it was in far worse shape than the house in question. He also spoke about his experience in renovating his current home in the district. Mr. Radar spoke about the loss of historic homes and how it

affects the integrity of the historic district. He stated that many of the problems with this house are minor issues or issues that are expected. Mr. Radar went through the list of items that need to be done to the house and spoke about how they are quite common and standard when renovating a historic home. He stated that many of the items are minor expenses. He explained that the only significant item is the roof and no estimate was provided for repair of the roof. He stated that there has been speculation of termites, but the house has been recently sold and one of the things that are done in the real estate transaction is to get a termite report. He explained that this report was not presented. He stated that the repairs are standard for someone who is buying a 19th century house in the historic district would expect to do for the most part. Mr. Radar stated that he has a concern with someone buying a house with the sole purpose of tearing it down. He suggested that the Commission continue the request to give the Willards a chance to come and discuss some alternative options they have in restoring this house. Mr. Radar also suggested that they research and get more estimates. He stated he feels there is not sufficient evidence in front of the Commission to justify any economic reasoning and just looking at the house it is not one that is in that bad of a shape. He suggested that some effort be made to discuss ways that the house can be saved. Mr. Radar stated that he felt the house is a contributing structure to the district and they have too many gaps as it is now.

Seth Shoneman, resident of 307 E 2nd Street, came forward and was sworn in. He stated that he can certainly relate to the concerns of the home owner, especially with regards to the bat situation. He explained that he had bats in his home a couple of summers ago and he knows it is a big issue and he knows that this house does need a lot of work. Mr. Shoneman stated that he is a general contractor and he also works in single family rehab, so he had seen a lot of houses with serious neglect. Having said that Mr. Shoneman stated that he is not an expert, but he feels this house can be saved and he would like to see it preserved. He stated that there are other options available and they do not need to rush into demolition. Mr. Shoneman stated that he absolutely agreed with Mr. Radar in saying that it is a significant house in the district and should be preserved. He stated that there are contractors that specialize in these types of situations who may be interested and there are also preservation organizations that may be interested in working on a project like this.

The Chairman closed the floor.

Ms. Zackary again approached the Commission. She stated that if she had been told to bring a termite report she would have brought one. Ms. Zackary explained the Willards have been residents of the historic district since 1999 and are not people who have just come into the district. She stated when there is a strong wind the metal roof peels almost completely off. She stated that she did not want anyone to think that the Willards are people who are not into restoring historic homes. She stated even though they do not live here full time, they are very involved with what is going on in the historic community. She stated that the Willards are very respectful of historic homes.

Mr. Rodman came forward and explained that staff did visit the house. He stated that the Chief Building Inspector, Wayne Harrell, did a minimum housing inspection to the house. Mr. Rodman presented the Commission with Mr. Harrell's minimum housing inspection report. He explained Mr. Harrell did state that the residence does not meet the minimum housing code. Mr. Rodman then went through the items listed on the report that would have to be repaired in order for the house to be habitable. He stated it currently does not meet minimum standards for habitation. Mr. Rodman then pointed out the fact that on the report Mr. Harrell states that the house does not meet condemnation criteria. Mr. Rodman explained if an inspector visits a house and feels there is immediate danger of the home collapsing or injuring someone then the inspector can do a condemnation report and that would go to City Council, then they would remove the house. Again Mr. Rodman explained that Mr. Harrell felt the house did need a lot of repairs, but it did not meet the condemnation criteria.

Mr. Rodman explained that under North Carolina general statutes when someone comes and asks for demolition of a particular structure in the historic district the Commission is not allowed to deny the request. He explained that the statutes do allow the Commission to delay that demolition for a period of 365 days. He stated that if the Commission does chose to delay the demolition then the Commission and the City has a certain responsibility to help find an alternative to demolition. Ed Hodges asked Ms. Zackary if the Willards would consider selling the house. Ms. Zackary stated that she did not know. The Commission discussed the issue further and their options.

Ed Hodges made the following motion: I move that the Historic Preservation Commission continue the request so that the Commission can have the opportunity to see any termite report and be allowed to go into the house to assess the deterioration. Judi Hickson seconded the motion. All voted in favor and the motion carried. Mr. Rodman explained that the 365 waiting period does not start until the Commission makes a motion to delay the demolition. He explained that the issue would be heard again at the next meeting.

4. A request has been made by Mr. Dan McNeil for a Certificate of Appropriateness to construct a six feet high wooden privacy fence along the eastern property line of the property located at 628 East Main Street. At the mid-point of the house the fence would begin to step down until it was four feet in height.

Dan McNeil came forward and was sworn in. Mr. McNeil stated that there were three different plans that he considered and after an expensive remodel he has gone with Plan B. Mr. McNeil stated that the fence would be constructed of salt treated wood. He explained that the fence will look identical on each side. He stated he had talked to Mr. Rodman and the Building Inspector and received copies of the fence guidelines. He explained that he has been advised that his request is within the proper guidelines. He stated he is going mid-way of the house with a 6ft fence and then he plans on stepping it down in two section, one being 5ft and the last being 4ft. Mr. McNeil stated that he considered the fact that his neighbors heating system is

very close to his property line, so at his expense he is planning on putting a double gate there. He explained that he is also putting a gate aligned with the neighbor's back door to make it more convenient for the neighbor. Mr. McNeil stated that there will be plenty of air going through the fence panels. The Commission discussed the difference between side yards and front yards. It was determined that this fence will be a side yard fence. Mr. McNeil elaborated on the location of the fence and showed the Commission the location and height of each section on pictures of the property.

The Chairman opened the floor.

Dee Congleton and Monica Ferrari came forward and looked at the pictures of the property and the fence. Mr. Rodman explained to them the fence and the location. Ms. Congleton and Mr. Rodman discussed the issue of side streets and the view of fences from the road. Mr. Rodman stated that neither of those issues affected this request.

Monica Ferrari, owner of the neighboring house, was sworn in. She stated that Mr. McNeil had not approached them with any of his fence ideas. She stated that she is not against Mr. McNeil having a fence and she does appreciate him putting in the gates, but she does not approve of a solid fence going up anywhere on this side. She explained that she would prefer the shadow type fence with alternating boards. She stated that she felt this type of fence is more appealing and will allow more air circulation. Ms. Ferrari stated that there is a lot of dampness between the two houses and there is not a lot of room between the two houses. She stated that she would like the 5ft fence to start at the first gate, the one in front of the back door. She then stated that because of the dampness she would prefer the wood not to touch the ground. She stated she would like it to be about 5 in off of the ground.

Mr. Creech asked Mr. McNeil if he would consider any of Ms. Ferrari's request. Mr. McNeil stated that everything he is asking for goes by the guidelines and he has tried to make it convenient for the neighbors by putting in the gates. Mr. Ferrari stated that she is afraid the bottom of the wood will stay wet and evidentially rot.

The floor was closed and the Commission discussed the request. Mr. Hodges and Ms. McKinley both agreed that they didn't feel there would be much air lost if Mr. McNeil put up his fence. Ms. Hickson stated that the guidelines were clear and she felt that it was in his rights to build the fence.

Ed Hodges made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Dan McNeil to construct a new 6' high wooden privacy fence along the eastern line of the property located at 628 East Main Street. The fence will step down to 4' at the beginning. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines,

specifically Chapter 4.0 Streetscape and Site Design Subsection 4.6 Fences & Walls. Geraldine McKinley seconded the motion. All voted in favor and the motion carried.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for Mr. Mark Sillitoe to replace the exterior stairs with like material at the north side of the structure located at 200 Water Street because of the poor condition.
2. A request has been made and approved by staff for a Certificate of Appropriateness to Chuck and Jenna Davis to replace the rotten and damaged siding and repair the porch decking with like materials on the structure located at 413 East Mains Street.
3. A request has been made and approved by staff for a Certificate of Appropriateness to Ms. Sheri Dean to: 1) repair the stone fence at the front of the property, 2) move the existing Palm tree six feet to the left so it will not block the view of the house, and 3) replace the rotten floor boards on the front porch at the structure located at 122 East 2nd Street.

Ed Hodges made a motion to approve all minor works. His motion was seconded by Judi Hickson. All voted in favor.

VI. Other Business

1. Preliminary review – Dwellings – Moss Landing Subdivision

The Moss Landing representative was not present. Mr. Rodman explained that they planned on moving some of the property from multi-family homes to single-family dwellings. Judi Hickson asked about the number of homes they wished to put in the location. Mr. Rodman stated that he believed it to be 18. The Commission discussed the subdivision further.

2. Design Guidelines

VII. Approval of Minutes – March 5, 2013

The Commission presented some corrections that needed to be made to the minutes. Ed Hodges made a motion to approve the March minutes with the corrections. Judi Hickson seconded his motion and all voted in favor.

VIII. Adjourn

There being no other business Judi Hickson made a motion to adjourn. Ed Hodges seconded the motion and the meeting was adjourned.